		PURCHASE REQUE	EST	A 4	00/
Entity Name:			Fund Guster	-()1	074
Office/Section : DLLU		PR No.:	J O 7	Date:	
1/2		Responsibility Center Code :			
Stock/			T		
Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
	Pax	1. Event details:			60,000.00
		Date and Time: 23 April 2024			
		Location: Department of Foreign Affairs, Roxas Blvd, Pasay City			
		2. Amenities			
		Uniformed and well-trained wait staff			
		Chef Service on site			
		Floral Centerpieces			
		Bar service, which includes Mineral water and Ice, hi-ball, wine glasses, and goblets			
		3 Food			
		A. Buffet Menu: 10 Pax	10		
		- One (1) Salad Course			
		- One (1) Pasta Course			
		- Main Course (Beef, Chicken, Fish and Rice Pilaf)			
		- Three (3) Dessert			
		- Beverages (Iced Tea, Coffee and Tea)			
		B. Packed Meal: 15 Set	15		
		One (1) Main Entree (Beef) and Rice Pilaf			
		One (1) Pasta			
		One (1) Side Dish			
		One (1) Dessert			
		4. Approved Budget: PHP 60,000.00			
		Quoted price should be in Philippine peso and should include all taxes, duties and/or levies payable; and			
		Bidders should accept a send-bill payment arrangement,			
Note: total ABC	Shall include	other charges (delivery, VAT, and other cha	rges)	Total:	₱60,000.00
Purpose :	Procurement of Catering Services for the Lunch Meeting with House Speaker Ferdinand Martin Romualdez Hosted by the Secretary for Foreign Affairs, 23 April 2024				
	Requested by:		Approve by:		
Signature :	Forme		mon		
Printed Name			ADRIAN BERNIE C. CANDOLADA		
Designation :	Property Officer		Assistant Secretary		