

PURCHASE REQUEST

Entity Name:

08-02624

Fund Cluster:

Office/Section :
DLLU

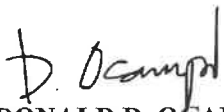

PR No.:
Responsibility Center Code :

Date:
08 AUG 2024

Stock/ Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
	Pax	<p>1. Event details: Date and Time: 29 August 2024 (9:00 am - 2:00pm) Location: 14th Floor Bulwagang Elpidio Quirino (BEQ), Department of Foreign Affairs, Roxas Boulevard, Pasay City</p> <p>2. Amenities Uniformed and well trained wait staff Chef Service on site Tables and chairs with table top arrangements, tea candles. floral arrangements and centerpiece Tablecloth and linens Table wares, glassware and cutleries</p> <p>3. Food requirements for 100 persons with 10% buffer Appetizer, Soup, Mains (Beef, Chicken, Fish), Pasta, Two (2) Desserts, Beverages (Unlimited Iced Tea/Juice and Mineral Water) and Free flowing coffee</p> <p>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.</p>	100		175,000.00

Note: Total ABC shall include other charges (delivery, VAT, and other charges) **Total: 175,000.00**

Purpose: Procurement of Catering Services during the activity "Strengthening Coordination Between Congress and DFA" on 29 August 2024

Signature : Printed Name Designation :	Requested by: <div style="text-align: center;">  DONALD D. OCAMPO Property Officer </div>	Approved by: <div style="text-align: center;">  ADRIAN BERNIE C. CANDOLADA Assistant Secretary </div>
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