



DEPARTMENT OF FOREIGN AFFAIRS
KAGAWARAN NG UGNAYANG PANLABAS

DEPARTMENT OF FOREIGN AFFAIRS
Office of Fiscal Management Services

RECEIVED
APR 24 2024

JOB ORDER

DEPARTMENT OF FOREIGN AFFAIRS
MANILA

BY: _____ DATE: _____

Supplier: THE ARISTOCRAT RESTAURANT (ROXAS FOOD VENTURES, INC.)	J.O. No. 03-006-24
Address: 432 San Andres St., corner Roxas Boulevard, Malate, Manila	Date 22-Mar-24
Contact nos: T: 524-7671 M: 0917-5112840 E: renz.navarra@aristocratph.com	Mode of Procurement <u>Small Value</u>


Gentlemen:

Please furnish this office the following articles subject to the terms and conditions contained herein:

Place of Delivery: <u>N/A</u>	Delivery Term: <u>N/A</u>
Date of Delivery: <u>N/A</u>	Payment Term: <u>Send bill arrangement</u>

Item No.	Unit	Quantity	Description	Unit Cost	Amount
			OCA		
1	Lot	1	Catering Services for the seminar hosted by OCA-GAD in Celebration of Women's Month on 23 March 2024 Morning snacks (sandwich, pasta, and bottled water) Lunch buffet (beef, chicken, salad, rice, dessert, and two rounds of ice tea) Afternoon snacks (sandwich, pasta, and bottled water) Free flowing coffee with creamer and sugar Round tables and chairs Registration table Scope of work: •Ingress at least 1 to 2 hours before the program used •Must have at least six (6) staff/servers for the assistance in distribution of food and utensils and one (1) coordinator •Egress immediately after the program xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx		P 160,000.00
(total Amount in Words) One Hundred Sixty Thousand Pesos					P 160,000.00

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed.

Conforme: 
Lorenz O. Navarra
(Signature over printed name)

(Date)

Very truly yours, 
PATRICK JOHN U. HILADO
Assistant Secretary, OAMSS

Requisitioning Office/Dept: <u>OCA</u>  ANA ANGELA C. CABILLAN Principal Assistant & GAD Focal Point, OCA	Funds Available:  MINDARADAT R. MAMAD Department Chief Accountant	Amount: <u>₱ 160,000</u> <u>2024-04-002484</u> ALOBS No.: <u>24 Apr 2024</u>
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