

PURCHASE REQUEST

REC'D BY:

Republic of the Philippines

Fund Cluster: 8/3/2020

Entity Name: DSWD

Office/Section: KALAHI PR No.: 2020-08-1443

Date: _____

Responsibility Center Code: _____

Stock/ Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost	
	pax	Catering Services for 2 days Day 1 : 1 meal and 2 snacks Lunch , AM & PM Snacks	49	350.00	17,150.00 ✓	
	pax	Day 2 : 1 meal and 2 snacks Lunch , AM & PM Snacks	49	350.00	17,150.00 ✓	
**** Nothing Follows ****					TOTAL	34,300.00 ✓

Inclusions:
 With free flowing coffee/tea/chocolate drink, hot and cold drinking water, and pica-pica candies
 With one air-conditioned function room w/ the following amenities:
 (1) Welcome streamer and backdrop
 (2) LCD Projector w/ widescreen, PA system w/ 3 microphones, audio jack & extension cords
 (3) round movable tables and chairs
 (4) Space for registration w/ tables and chairs
 (5) Free hi-speed wi-fi access
 (6) Stand by waiters/s and sound technician to attend to audio-visual equipment & food concerns

no usage of plastic and disposable serving items e.g. coffee stirrer, coffee cups, styrofoam box, spoon and fork, etc.

DSWD FIELD OFFICE VI
 BIDS & AWARDS COMMITTEE
 2020-08-0686
 DATE PROC. _____
 BY: _____

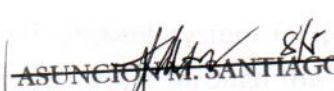
FINANCIAL MANAGEMENT DIVISION
FUNDS AVAILABLE
 BUDGET SECTION: WTE
 DATE: 8/6/2020
 REF: 910100300001000 (KC-NUDDP)



ADA VERONICA C. GRECIA
 PDO III

02-2020-UP-2 (COP) dtd 08-06-2020
 50102010-00 Compl.

Current
 /

Purpose: KC NCDDP Catering Services for the conduct of Sustainability Planning Workshop within the municipality San Enrique , Negros Occidental on October 29-30, 2020

Requested by:
 Signature: 
 Printed Name: ASUNCION M. SANTIAGO
 Designation: OIC Chief - Promotive Division

Approved by:

 MA. EVELYN B. MACAPOBRE , CESO III
 Regional Director