



PURCHASE ORDER

**DEPARTMENT OF EDUCATION
DIVISION OF QUEZON**

Supplier: QUEEN MARGARETTE HOTEL INC. P.O. No.: 2026-01-0007
 Address: DIVERSION ROAD, DOMOIT, LUCENA CITY Date: JANUARY 23 2026
 TIN: 005-829-034-00000 Mode of Procurement Negotiated Procurement -
RFQ NO. 2026-03-RFQS Small Value Procurement (Sec. 53.9)

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

Place of Delivery SDO QUEZON, TALIPAN, PAGBILAO Delivery Term within 15 Calendar Days upon receipt of PO
 Date of Delivery January 26-28 2026 Payment Term 30 working days

Stock No.	Unit	Item Description	Quantity	Unit Cost	Amount
		JAN 26-28, 2026			
	PAX	DAY 1 JAN 26 2026 FOOD/VENUE Food: Breakfast, AM Snack, Lunch, PM Snack	46	740.00	34,040.00
	PAX	DAY 2 JAN 27 2026 FOOD/VENUE Food: Breakfast, AM Snack, Lunch, PM Snack	46	740.00	34,040.00
	PAX	DAY 3 JAN 28 2026 FOOD/VENUE Food: Breakfast, AM Snack, Lunch, PM Snack	46	740.00	34,040.00
		SUPPLY OF FOOD AND VENUE FOR THE CONDUCT OF PRE PLANNING ACTIVITY FY 2027			
		GRAND TOTAL			102,120.00

(TOTAL Amount In Words) **ONE HUNDRED TWO THOUSAND ONE HUNDRED TWENTY PESOS ONLY**

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 on the undelivered item/s.

Conforme:

QUEEN MARGARETTE HOTEL INC.
 Signature over Printed Name of Supplier

January 23, 2026
 Date

Very truly yours,

ROMMEL C. BAUTISTA, CESO V
 Schools Division Superintendent

Funds Cluster : 01101101
 Funds Available : _____

EDMUNDO MARIN, JR.
 Accountant III

ORS/BURS No. : _____
 Date of the ORS/BURS : _____

 Amount _____