



Appendix 61
DEPED ORDER
ICT UNIT

UPLOADED

Date/Time: MAR 23 2026

By: Michelle 1:23

Ref. No. NDA 017-2026

PURCHASE ORDER

DEPARTMENT OF EDUCATION
DIVISION OF QUEZON

Supplier: MIRADETH I. SEVILLA CATERING SERVICES

P.O. No.: 2026-03-0052

Address: BRGY. DOMOIT, LUCENA CITY

Date: MARCH 17, 2026

TIN: 176-763-942-00000

Mode of Procurement Negotiated Procurement -

RFQ NO. 2026-09-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 MARCH 23 & 30 2026

Payment Term 30 working days

| Stock No. | Unit | Item Description | Quantity | Unit Cost | Amount |
|--|------|---|----------|-----------|------------------|
| | PAX | MARCH 23 2026 FOOD/MEALS AM SNACK & LUNCH | 62 | 438.00 | 27,156.00 |
| | PAX | MARCH 30 2026 FOOD/MEALS LUNCH & PM SNACK | 62 | 438.00 | 27,156.00 |
| SUPPLY AND DELIVERY OF FOOD FOR THE CONDUCT OF 2026 WOMEN'S MONTH CELEBRATION | | | | | |
| GRAND TOTAL | | | | | 54,312.00 |

(TOTAL Amount In Words) **FIFTY FOUR THOUSAND THREE HUNDRED TWELVE 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 defay shall be imposed on the undelivered item/s.

Conforme:

Very truly yours,

For: M. A. Sevilla
MIRADETH I. SEVILLA CATERING SERVICES

Signature over Printed Name of Supplier

23 MAR 2026

Date

ROMMEL C. BAUTISTA, CESO V

Schools Division Superintendent

Funds Cluster : 01101101

ORS/BURS No. : _____

Funds Available : _____

Date of the ORS/BURS : _____

EDMUNDO MARIN, JR.

Accountant III

Amount _____