



DEPED QUEZON
ICT UNIT

Appendix 6

UPLOADED

Date/Time: SEP 16 2025

By: AKJ 2:58 PM

Ref. No. NOA 80-25

PURCHASE ORDER

DEPARTMENT OF EDUCATION
DIVISION OF QUEZON

Supplier: M.I. SEVILLA RESORT
Address: BRGY. DOMOIT, LUCENA CITY
TIN 176-763-942-000

P.O. No.: 2025-09-0217
Date: SEPTEMBER 10, 2025
Mode of Procurement Negotiated Procurement -
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
Date of Delivery on or before the delivery term

Delivery Term within 15 Calendar Days upon receipt of PO
Payment Term 30 working days

| Stock No. | Unit | Item Description | Quantity | Unit Cost | Amount |
|---|------|--|----------|-----------|-------------------|
| | PAX | Sept 15-17, 2025 Sept 15 2025 FOOD/VENUE/ACCOMMODATION Food: Breakfast, AM Snack, Lunch, PM Snacks & Dinner | 140 | 1,999.00 | 279,860.00 |
| | PAX | Sept 16 2025 FOOD/VENUE/ACCOMMODATION Food: Breakfast, AM Snack, Lunch, PM Snacks & Dinner | 79 | 1,999.00 | 157,921.00 |
| | PAX | Sept 16 2025 FOOD/VENUE Food: Breakfast, AM Snack, Lunch, PM Snacks & Dinner | 61 | 1,199.00 | 73,139.00 |
| | PAX | Sept 17 2025 FOOD/VENUE Food: Breakfast, AM Snack, Lunch, PM Snacks & Dinner | 79 | 1,199.00 | 94,721.00 |
| SUPPLY OF FOOD VENUE AND ACCOMMODATION FOR THE CONDUCT OF SEMINAR WORKSHOP ON THE RECONCILIATION AND HARMONIZATION OF PLANTILLA DATA VIS-À-VIS APPOINTMENT, SERVICE RECORD, AND PAYROLL MASTER FILE AGAINST FY 2026 NEP | | | | | |
| GRAND TOTAL | | | | | 605,641.00 |

(TOTAL Amount In Words) **SIX HUNDRED FIVE THOUSAND SIX HUNDRED FORTY ONE 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:

M.I. SEVILLA RESORT

Signature over Printed Name of Supplier

12 SEP 2025

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 _____