



**Court of Tax Appeals**  
Agham Rd., North Triangle, Diliman, Quezon City

**PURCHASE ORDER**

<b>Supplier :</b> MAX'S KITCHEN, INC.	<b>P. O. No. :</b> 2020-12-190
<b>Address :</b> SM NORTH EDSA QUEZON CITY	<b>Date :</b> December 15, 2020
<b>Tel. No. :</b> 8709-0092	<b>Mode of Procurement :</b>
<b>TIN :</b> 221-007-336-101	Small Value Procurement
<b>PRN :</b> 2016-162380	

Sir:

Please furnish this Office the following items subject to the terms and conditions contained herein and in RFQ No. 18-2020

<b>Place of Delivery:</b> COURT OF TAX APPEALS	<b>Terms of Payment:</b> Within 7 days upon receipt
<b>Date of Delivery :</b> December 17, 2020@10:30 a.m.	of goods and services

UNIT	DESCRIPTION	QTY.	UNIT COST	TOTAL COST
Orders	Packed Lunch (Technical Specifications as per RFQ No. 18-2020)  ***Nothing Follows***	281	P 345.00	P 96,945.00
NINETY-SIX THOUSAND NINE HUNDRED FORTY-FIVE PESOS ONLY				P 96,945.00

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 everyday of delay shall be imposed on the undelivered item/s.

Moreover, the obligation for the warranty shall be covered by retention money in the amount equivalent to one percent (1%) of the total contract price. The said amount shall only be released after the lapse of the warranty period. Provided, however, that the goods are free from patent and latent defects and all conditions imposed under the contract have been fully met.

Very truly yours,

*Anne Benita S. Austin*  
**ANNE BENITA S. AUSTIN**  
Chief Judicial Staff Officer  
Property and Supply Division

Recommending Approval

**Bids and Awards Committee 1  
ON LEAVE**

**ATTY. DANILO B. FERNANDO**  
Chairperson

*Elsie R. Tiauzon-Forteza*  
**ELSIE R. TIAUZON-FORTEZA**  
Vice Chairperson

*Atty. Jesus P. Inocando, Jr.*  
**ATTY. JESUS P. INOCANDO, JR.**  
Regular Member

*Atty. Clifford P. Torralba*  
**ATTY. CLIFFORD P. TORRALBA**  
Provisional Member

*Atty. Ma. Victoria P. Dural*  
**ATTY. MA. VICTORIA P. DURAL**  
Provisional Member

*Vicente G. Clemente*  
**VICENTE G. CLEMENTE**  
Provisional Member

CONFORME:

*Richard Bortas*  
**RICHARD BORTAS**  
Signature over Printed Name of Supplier/Date

APPROVED:

*Roman G. Del Rosario*  
**ROMAN G. DEL ROSARIO**  
Presiding Justice

Fund Cluster: 011 011 01  
Funds Available: P 96,945-

*Hipolito P. Alvarado*  
**HIPOLITO P. ALVARADO**  
Chief Judicial Staff Officer, Accounting Division

ORS/BURS No.: 02-D1101101-2020-12-879  
Date of the ORS/BURS: 12/15/2020  
Amount: Php 96,945.00