



**COURT OF TAX APPEALS**  
Agham Rd., North Triangle, Diliman, Quezon City

**PURCHASE ORDER**

<b>Supplier :</b> FISHER RETAIL, INC.	<b>P. O. No. :</b> 2023-07-175
<b>Address :</b> 42 General Lim St., Brgy. Sta. Cruz, Quezon City	<b>Date :</b> July 31, 2023
<b>Tel. No. :</b> 0933-8207132	<b>Mode of Procurement :</b>
<b>TIN :</b> 008-419-028-000	<b>Small Value Procurement</b>
<b>CRN :</b> 201812644601719725630	

Madam:  
Please furnish this Office the following items subject to the terms and conditions contained herein and in RFQ No. : 26-2023

<b>Place of Delivery:</b> COURT OF TAX APPEALS	<b>Payment:</b> within seven (7) days after complete delivery of goods and demand for payment
<b>Date of Delivery :</b> Starting August 4 until October 6 (Every Friday) Time: AM Snacks - 9:00 a.m., Lunch - 11:00 a.m., PM Snacks - 2:00 pm	

UNIT	DESCRIPTION	QTY.	TOTAL AMOUNT
lot	PACKED LUNCH, AM AND PM SNACKS FOR TEN (10) DAYS (Technical Specifications as per RFQ No.: 26-2023) ***Nothing Follows***	1	P 187,500.00
<b>ONE HUNDRED EIGHTY-SEVEN THOUSAND FIVE HUNDRED PESOS ONLY</b>			<b>P 187,500.00</b>

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 an amount equivalent to one percent (1%) of the total contract price. The said amount shall be only 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**  
Chief Judicial Staff Officer  
Procurement & Property Management Division

Recommending Approval

**BIDS AND AWARDS COMMITTEE 1**

 <b>ELSIE R. TIAUZON-FORTEZA</b> Vice-Chairperson	 <b>ATTY. DANILO B. FERNANDO</b> Chairperson	 <b>ATTY. JESUS P. INOCANDO, JR.</b> Regular Member
 <b>ATTY. MA VICTORIA P. DURAL</b> Provisional Member	 <b>ATTY. CLIFFORD P. TORRALBA</b> Provisional Member	 <b>VICENTE G. CLEMENTE</b> Provisional Member

<b>CONFORME:</b>  Emely A. Zanduetal/ Aug. 2, 2023 Signature over Printed Name of Supplier/Date	<b>APPROVED:</b>  <b>ROMAN G. DEL ROSARIO</b> Presiding Justice
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Fund Cluster: 011 011 01	ORS/BURS No.: 02-2023-08-CP
Funds Available: ₱187,500.00	Date of the ORS/BURS: AUG 01 2023
<b>AMELITA M. LANDICHO</b> Chief Judicial Staff Officer, Accounting Division	Amount : <b>Php 187,500.00</b>