



DEPARTMENT OF ENERGY

Energy Center, Rizal Drive cor. 34th St.,
Bonifacio Global City, Taguig

QUINTUP

PURCHASE ORDER

Supplier : _____

Address : _____

TIN : _____

Gentlemen: _____

P.O. No. : _____

Date : _____

Mode of Procurement : _____

Please furnish this Office the following articles subject to the terms and conditions contained herein:

Place of Delivery : _____

Date of Delivery : _____

Delivery Term : _____

Payment Term : _____

Stock/Property No.	Unit	Description	Quantity	Unit Cost	A
		PROCUREMENT OF VENUE, MEALS AND ACCOMMODATION FOR THE CONDUCT OF ENERGY SECURITY AND RESILIENCY PLANNING CONSULTATION WORKSHOP See attached Terms of Reference (TOR) and approved Service Agreement for details. *Always procure goods and services from government suppliers only			
TOTAL AMOUNT					

(Total Amount in Words)

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 underdelivered item/s.

Conforme: Len Castillo
Signature over Printed Name of Supplier

Very Truly yours: [Signature]
Signature over Printed Name of Authority