

# PURCHASE ORDER

ORMOC CITY



**ORM F9-PO**

*Rev. 1, Effective February, 2023*

Reference # : 234476

Supplier **MARs CATERING SERVICES**  
 Address Purok 2, Brgy. Doña Feliza Z. Mejia, Ormoc City  
 Tel. # 5611976  
 T.I.N. 473-972-278-000

P.O. # : 240033  
 Date : JAN 05 2024  
 Mode of Procurement : **NEGOTIATED - SVP**  
 P.R. # : 232919

Mode of Procurement :  
 marscatering123@yahoo.com

Gentlemen :

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

Place of Delivery : **CITY MAYOR'S OFFICE** Delivery Term **257 CALENDAR DAYS**  
 Contract Name : **PROCUREMENT OF MEALS AND SNACKS FOR THE CITY MAYOR'S OFFICE**

Date of Delivery :    /   /    Payment Term

| Item No. | Qty                                   | Unit of Issue | Item Description   | Estimated Unit Cost          | Estimated Cost    |
|----------|---------------------------------------|---------------|--|------------------------------|-------------------|
| *        | <i>Balance Forwarded &gt;&gt;&gt;</i> |               |  |                              |                   |
| 1        | 200.                                  | pax           | Meals (pax)<br>Choice of Pork, Chicken, Beef and Fish Viand<br>Choice of Pasta, Noodles, or Vegetables<br>Dessert : Choice of any pastries, Fruits and Salad<br>Drinks: Choice of Soda/Juice/Water   | 300.00                       | 60,000.00         |
| 2        | 400.                                  | pax           | Snacks (pax)<br>Choices of :<br>Sandwiches, Clubhouse, Burger, Ham & Egg, Ham & Cheese<br>Tuna Sandwich, Chicken Sandwich, Pasta w/ Bread<br>Ensaymada, Siopao, Any pastries<br>Drinks: Choice of Soda / Juice / Water<br>With Free flowing Coffee<br>FOR BUFFET CATERING: Only washable/re-usable plates, cups, glasses serving trays are allowed to be used. Drinks must be in water dispensers, jug dispensers, or pitchers for serving drinks (plastic bottles, tetra packs, plastic packed or canned drinks and styrocups are prohibited)<br>FOR PACKED MEALS:packaging should be in biodegradable material such as paper boxes (carton). Plastic utensils to be used are strictly prohibited). Drinks must be in water dispensers, jug dispensers, or pitchers for serving drinks (plastic bottles, tetra packs, plastic packed or canned drinks and styrocups | 100.00                       | 40,000.00         |
|          |                                       |               |  | <b>SubTotal &gt;&gt;&gt;</b> | <b>100,000.00</b> |
|          |                                       |               |  | <b>As READ &gt;&gt;&gt;</b>  |                   |

When the Supplier fails to satisfactory deliver any or all of the Goods and/or perform the Services within the specified delivery schedule, inclusive of duly, inclusive of duly granted time extensions, if any, the supplier shall be liable for damages for the delay and shall pay liquidated damages, not by way of penalty, an amount equal to one tenth (1/10) of one percent (1%) of the cost of the delayed goods scheduled for delivery for every day of delay until such goods are finally delivered and accepted. In case the total sum of liquidated damages reaches ten percent (10%) of the total contract price, the Procuring Entity concerned may rescind the contract and impose appropriate sanctions over and above the liquidated damages to be paid. (GPPB Res. No. 02-2020)

Very truly yours,

Conforme:

**MARYSA BARRON**  
**MARs CATERING SERVICES**

(Signature over printed name)

**LUCY TORRES GOMEZ**  
 City Mayor  
 (Authorized Official)

(Date) 1-30-24

In case of Negotiated Purchase pursuant to Section 369 (a) of RA 7160, this portion must be accomplished.)

Approved per Sangguniang Resolution No.:

Certified Correct:

Date:

Secretary to the Sanggunain

ADMIN-BAC-OOR-58



