

# PURCHASE ORDER

ORMOC CITY



**ORM F9-PO**

*Rev. 1, Effective February, 2023*

Reference # : 234602

Supplier	MARS CATERING SERVICES	P.O. # :	240046
Address	Purok 2, Brgy. Doña Feliza Z. Mejia, Ormoc City	Date :	JAN 15 2024
Tel. #	5611976	Mode of Procurement :	NEGOTIATED - SVP
T.I.N.	473-972-278-000	marscatering123@yahoo.com	P.R. # : 233003

Gentlemen :

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

Place of Delivery : **PUBLIC EMPLOYMENT SERVICE OFFICE** Delivery Term **365 CALENDAR DAYS**  
 Contract Name : **PROCUREMENT OF MEALS AND SNACKS FOR THE PUBLIC EMPLOYMENT SERVICE 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	500.	pax	Meals (pax) A total of 500 pax From January to December 2024  Choice of: Meat (Pork or Chicken or Beef or Fish) Noodles or Vegetables with Mineral Water, Juice or Softdrinks	300.00	150,000.00
2	1,000.	pax	Snacks (pax) A total of 1000 pax From January to December 2024  Choice of: Cheese Burger, Siopao, Sandwich and Pasta With Mineral Water or Softdrinks or Juice 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) FOR PACKED MEALS: packaging should be in biodegradable material such as paper boxes (carton). Plastic utensils to be used	100.00	100,000.00
				<b>SubTotal &gt;&gt;&gt;</b>	<b>250,000.00</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)

Conforme:

**MARS C. OBANDO**  
 MARS CATERING SERVICES

(Signature over printed name)

(Date) Feb. 11, 2024

Very truly yours,

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

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



# PURCHASE ORDER

ORMOC CITY



**ORM F9-PO**

*Rev. 1, Effective February, 2023*

Reference # : 234602

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

Mode of Procurement :  
 marscatering123@yahoo.com

P.O. # : 240046  
 Date : JAN 15 2024  
 NEGOTIATED - SVP  
 P.R. # : 233003

Gentlemen :

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

Place of Delivery : **PUBLIC EMPLOYMENT SERVICE OFFICE** Delivery Term **365 CALENDAR DAYS**  
 Contract Name : **PROCUREMENT OF MEALS AND SNACKS FOR THE PUBLIC EMPLOYMENT SERVICE 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>		250,000.00
			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 are prohibited)  -x-x-x-x-NOTHING FOLLOWS-x-x-x-x-		-
Two Hundred Fifty Thousand Pesos Only				<b>TOTAL (Cost as Calculated)&gt;&gt;&gt;</b>	<b>250,000.00</b>
				<b>As READ &gt;&gt;&gt;</b>	<b>250,000.00</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)

Conforme:

**MARISTA C. BAGNON**  
**MARs CATERING SERVICES**  
 (Signature over printed name)

Very truly yours,

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

(Date) Feb. 1, 2024

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

