

# PURCHASE ORDER

**ORMOC CITY**



**ORM F9-PO**  
Rev. 1, Effective February, 2023

Reference # : 234641

Supplier **JI CATERING SERVICES**  
Address 263 Del Carmen St(s), Brgy. Can-adieng, Ormoc City  
Tel. #  
T.I.N. 181-280-615-000

P.O. # : 240075  
Date : JAN 22 2024  
Mode of Procurement : **NEGOTIATED - SVP**  
P.R. # : 233028

Gentlemen :

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

Place of Delivery : **ORMOC TESDC MANAGEMENT OFFICE**      Delivery Term **300 CALENDAR DAYS**  
Contract Name : **PROCUREMENT OF MEALS AND SNACKS FOR THE ORMOC TESDC MANAGEMENT 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	100.	pax	Breakfast 1 breakfast viand 1 egg 1 garlic / plain rice with drinks - coffee/juice	220.00	22,000.00
2	1,000.	pax	Snacks (pax) heavy snacks, choice of: Pasta, Burgers, Sandwiches, Bread with Drinks - soda / juice	100.00	100,000.00
3	700.	pax	Meals (pax) 2 main course noodles/vegetables dessert/salad/fresh fruits rice drinks - soda / juice  • Supplier must serve coffee upon request • Food must be serve packed/plated/buffet as per request • Supplier can serve request on Saturdays and Sundays FOR BUFFET CATERING: Only washable/re-usable plates, cups, glasses serving trays are allowed to be used. Drinks	300.00	210,000.00
				<b>SubTotal &gt;&gt;&gt;</b>	<b>332,000.00</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:

**Crisoy O. Ycoy**  
JI Catering Services  
**JI CATERING SERVICES**

(Signature over printed name)

(Date) 27/24

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



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*			<i>Balance Forwarded &gt;&gt;&gt;</i>		332,000.00
			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 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-x-		-
Three Hundred Thirty Two Thousand Pesos Only				<b>TOTAL (Cost as Calculated)&gt;&gt;&gt;</b>	<b>332,000.00</b>
				<b>As READ &gt;&gt;&gt;</b>	<b>332,000.00</b>

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Conforme:   
**Cristy O. Ycoy**  
 JI Catering Services  
**JI CATERING SERVICES**  
 (Signature over printed name)

Very truly yours,  
  
**LUCY TORRES GOMEZ**  
 City Mayor  
 (Authorized Official)

(Date) 2/7/24

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

Approved per Sangguniang Resolution No.: \_\_\_\_\_ Date: \_\_\_\_\_  
 Certified Correct: \_\_\_\_\_

Secretary to the Sanggunain

ADMIN-BAC-OOR-58

