

# PURCHASE ORDER

ORMOC CITY



ADMIN-BAC Form 8  
Rev. 2, Jan. 1, 2024

Reference # : 245003

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. # : 240171  
 Date : FEB 19 2024  
 Mode of Procurement : **NEGOTIATED - SVP**  
 P.R. # : 240288

Gentlemen :

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

Place of Delivery : **CIVIL SECURITY UNIT** Delivery Term **350 CALENDAR DAYS**  
 Contract Name : **PROCUREMENT OF MEALS AND SNACKS FOR THE CIVIL SECURITY UNIT**

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 & Snacks Meals CHOICE OF: VIANDS: PORK,BEEF,CHICKEN,SEAFOODS,VEGETABLES,PASTA DRINKS: SOFTDRINKS,WATER,JUICES DESSERT: FRUITS,SALADS,CAKES WITH RICE Snack AM & PM CHOICES OF: SANDWICH,MUFFINS,MEATBREAD,SIOPAO,PASTA,EMPANADA CHOICES OF: JUICES,SOFTDRINKS,WATER,COFFE 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 are stricly 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)	500.00	100,000.00
				<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)

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

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

(Date) March 27, 2024

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

Control # : 2024-\_\_\_\_\_

