

# PURCHASE ORDER

ORMOC CITY



ADMIN-BAC Form 8

Rev. 2, Jan. 1, 2024

Reference # : 245366

Supplier:	MARs CATERING SERVICES	P.O. # :	240174
Address:	Purok 2, Brgy. Doña Feliza Z. Mejia, Ormoc City	Date :	FEB 21 2024
Tel. # :	5611976	Mode of Procurement :	NEGOTIATED - SVP
T.I.N.:	473-972-278-000	_____	P.R. # : 240603
	_____	_____	_____

Gentlemen :

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

Place of Delivery : **ORMOC CITY HOUSING OFFICE**      Delivery Term **90 CALENDAR DAYS**  
 Contract Name : **PROCUREMENT OF MEALS AND SNACKS FOR THE ORMOC CITY HOUSING 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	230.	pax	Meals (pax) RICE MAIN MENU WITH SIDE DISH CHOICE OF PORK , CHICKEN , BEEF AND FISH CHOICE OF NOODLES, PASTA, OR VEGETABLES DESSERT CHOICE OF FRUITS OR SWEET DRINKS: CHOICE OR WATER, JUICE OR SOFTDRINKS	300.00	69,000.00
2	310.	pax	Snacks (pax) CHOICE OF CLUBHOUSE, HAMBURGER, TUNA HAM, EGG SANDWICH, EMPANADA, MEAT BUNS, MEAT BREAD, SANDWICH, SIOPAO, OR SPAGHETTI WITH BREAD DRINKS: CHOICE OF WATER, JUICE OR SOFTDRINKS 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 MATERIALS SUCH AS PAPER BOXES ( CARTON ). PLASTIC UTENSILS TO BE USED ARE STRICLY PROHIBITED ) . DRINKS MUST BE IN WATER DISPENSER; JUG DISPENSER, OR PITCHERS FOR SERVING DRINKS a( PLASTIC BOTTLES, TETRA PACKS, PLASTIC PACKED	100.00	31,000.00
				<b>SubTotal &gt;&gt;&gt;</b>	<b>100,000.00</b>
				<b>As READ &gt;&gt;&gt;</b>	

When the Supplier fails to satisfactorily 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:

**MARSHA C. BAGDOC**  
 PROPRIETOR  
 (Signature over printed name)

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

(Date) 3-12-24

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

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

