

# PURCHASE ORDER

ORMOC CITY



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

Supplier **E GARAGE GENERAL MERCHANDISE**  
Address **J Navarro St Ormoc City**  
Tel. # **053 561 0038**  
T.I.N. **166 552 629 000**

Reference # : **245320**  
P.O. # : **240265**  
Date : **MAR 04 2024**  
Mode of Procurement : **NEGOTIATED - SVP**  
P.R. # : **240563**

Gentlemen :

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

Place of Delivery : **ORMOC CITY TOURISM OFFICE**

Delivery Term **10 CALENDAR DAYS**

Contract Name : **PROCUREMENT OF STICKER WITH INSTALLATION FOR THE ORMOC CITY TOURISM 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	1.	lot	Sticker with Installation STICKER ON SINTRA CUT-OUT: - 14 pcs 5.5in x 5.5in - 2 pcs 5.5in x 8in - 3 pcs 8in x 11in - 25 pcs 5.5in x 3.5in	45,000.00	45,000.00
2	1.	lot	Sticker with Installation COMPUTERIZED CUT-OUT STICKER: - 1 pc 48in x 60in Black - 1 pc 30in x 16in Turquoise - 1 pc 42in x 16in Burgundy - 1 pc 48in x 60in White  NOTE: MATERIALS INCLUDING INSTALLATION TO BE INSTALLED IN THE MUSEUM PAINTINGS/PANEL BOARD OF MUSEUM WALL  -x-x-x-x-NOTHING FOLLOWS-x-x-x-x-x-	45000.00	45,000.00
Ninety Thousand Pesos Only				<b>TOTAL (Cost as Calculated)&gt;&gt;&gt;</b>	<b>90,000.00</b>
				<b>As READ &gt;&gt;&gt;</b>	<b>90,000.00</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:

*JULIETA UMANITA*  
**E GARAGE GENERAL MERCHANDISE**  
(Signature over printed name) *04/15/2024*

Very truly yours,

*[Signature]*  
**LUCY TORRES GOMEZ**  
City Mayor  
(Authorized Official)

(Date)

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:

Secretary to the Sanggunain

Date:

CONTROL # 2024- \_\_\_\_\_ -240265

*[Handwritten mark]*