

# PURCHASE ORDER

ORMOC CITY



ADMIN-BAC Form 8

Rev. 2, Jan. 1, 2024

Reference # : 245529

Supplier **CATALINO TRADING**  
 Address 403 Carlos Tan St., Ormoc City  
 Tel. # 255-3445  
 T.I.N. 131-613-459-000

Mode of Procurement :  
catalinotrading@yahoo.com

P.O. # : **240327**  
 Date : **MAR 08 2024**  
**NEGOTIATED - SVP**  
 P.R. # : 240722

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 **29 CALENDAR DAYS**  
 Contract Name : **PROCUREMENT OF TIRES AND BATTERY 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                                     | 5.  | pc            | TIRE (pc)<br><br>Specifications:<br>Tire Tubeless<br>205/65 r16<br>Good Quality  | 8,500.00                                      | 42,500.00        |
| 2                                     | 1.  | pc            | Battery<br><br>Specification:<br>Battery 13 Plates<br>12 Volts<br>Good Quality<br>For Existing Government Service Vehicle with Plate No.<br>1GD1172735 Driver (Felipe J. Baguion)<br><br>-x-x-x-x-NOTHING FOLLOWS-x-x-x-x- | 9500.00                                       | 9,500.00         |
| Fifty Two Thousand Pesos Only         |     |               |  | <b>TOTAL (Cost as Calculated)&gt;&gt;&gt;</b> | <b>52,000.00</b> |
|                                       |     |               |  | <b>As READ &gt;&gt;&gt;</b>                   | <b>52,000.00</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:

For: *[Signature]*  
**CATALINO TRADING**

(Signature over printed name)

(Date) 4/2/2024

Very truly yours,

*[Signature]*  
**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

CONTROL # 2024- \_\_\_\_\_ -240327