

# PURCHASE ORDER

**ORMOC CITY**



ADMIN-BAC Form 8

Rev. 2, Jan. 1, 2024

Reference # : 246016

Supplier **ORMOC CARLOSTA HOTEL INC.**  
 Address Palo-Carigara-Ormoc City Rd Combado, Brgy. Cogon, Ormoc City  
 Tel. #  
 T.I.N. 743-790-641-000

P.O. # : 240414  
 Date : APR 26 2024  
 Mode of Procurement : **NEGOTIATED - SVP**  
 P.R. # : 241049

Gentlemen :

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

Place of Delivery : **CITY TREASURER OFFICE** Delivery Term **30 CALENDAR DAYS**  
 Contract Name : **PROCUREMENT OF MEALS AND SNACKS WITH VENUE FOR THE CITY TREASURER 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	150.	pax	Meals & Snack w/ venue INCLUSION: 1 Meal & 2 Snacks (AM & PM). MEALS: 75 PAX/DAY FOR 2 (TWO) DAYS * 2 Main Course (Fish or Pork or Chicken) * 1 Soup * Vegetable, Pasta/Noodles. * Dessert/Salad * One (1) round of sliced pineapple * Steamed rice * One (1) round soft drinks. SNACKS: 75 PAX (AM & PM) FOR 2 DAYS Choice of: (Tuna Sandwich, Chicken Sandwich, Bolognese, Ham & Cheese sandwich, Bihon/Bam-e with sandwich, Pancit Canton with Sandwich) with Juice.  This includes airconditioned venue w/ access to LCD Projectors, Free Flowing Coffee. 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	900.00	135,000.00
				<b>SubTotal &gt;&gt;&gt;</b>	<b>135,000.00</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:

**GUDY MERCY A. ROMAWAK**  
 ORMOC CARLOSTA HOTEL INC.

(Signature over printed name)

(Date)

**MAY 7, 2024**

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

CONTROL # 2024-    -240414

