

**PURCHASE ORDER**  
**CITY OF CALAPAN**

6/1/20

Supplier: <u>LIYARA'S CATERING SERVICES</u>	P.O. No.: _____
Address: <u>Ubas St. Lalud, Calapan City</u>	Date: _____
TIN: <u>613-843-797-000</u>	Mode of Procurement: <u>SMALL VALUE</u>
	PR No./s: <u>2287</u>

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

Place of Delivery: <u>CSWDD</u>	Delivery Term: <u>FOB Destination</u>
Date of Delivery: <u>within seven (7) days upon receipt of P.O.</u>	Payment Term: <u>N/60</u>

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
		<b>Meals and Snacks</b>			
1	pax	<b>Snacks:</b> Toasted siopao & water <b>Meals:</b> Rice, Pork adobo & water	400	147.00	58,800.00

**(Total Amount in Words) FIFTY EIGHT THOUSAND EIGHT HUNDRED PESOS 58,800.00**

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed on the undelivered item/s.

Conforme: \_\_\_\_\_ Very truly yours,

**LIYARA'S CATERING SERVICES**  
Signature over Printed Name of Supplier

\_\_\_\_\_  
Date

**MARILOU F. MORILLO**  
*City Mayor*

(In case of Negotiated Purchase pursuant to Section 369 (a) of RA 7160, this portion must be accomplished.)

Approved per Sanggunian Resolution No.: \_\_\_\_\_

Certified Correct:

\_\_\_\_\_  
Secretary to the Sanggunian

\_\_\_\_\_  
Date