

# PURCHASE ORDER

## CITY OF CALAPAN

Supplier: <u>MAEZI CATERING SERVICES</u>	P.O. No.: _____
Address: <u>Calapan City</u>	Date: _____
TIN: <u>174-101-414-000</u>	Mode of Procurement: <u>Small Value</u>
	PR No./s: <u>261</u>

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

Place of Delivery: <u>CTID</u>	Delivery Term: <u>FOB Destination</u>
Date of Delivery: <u>within seven (7) days upon receive of PO</u>	Payment Term: <u>N/60</u>

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	pax	<b>Meals and Snacks</b> <b>Best Kids Bazaar March 20, 2024</b> Cassava cake and Buko Juice/ Rice, Sweet & sour pork, mixed vegetable, Banana and water/ Siopao and Pineapple juice	30	298.00	8,940.00
2	pax	<b>2nd Judging</b> Tuna Sandwich and Juice/ Rice, Pork steak, Chopsuey, Manggo and water/ Pansit bihon w/bread and Orange Juice	15	298.00	4,470.00
3	pax	<b>Day 2</b> Chicken Empanada and Ice tea/ Rice, Fried Fish, Laing, Banana and Water/ Special Empanada and Softdrinks	15	298.00	4,470.00
4	pax	<b>Panel Judging</b> Ham & Cheese Sandwich and Juice/ Rice, Pork giniling, Fresh lumpia, Banana and Water/ Biko w/pansit bihon and Softdrinks	60	298.00	17,880.00
5	pax	<b>Day 2</b> Cream cheese Sandwich and Juice/ Rice, Beef Kare-kare, Lumpiang shanghai, Banana and Water/ Chicken Empanada and Juice	60	298.00	17,880.00
6	pax	<b>Final Awarding</b> Spaghetti w/cheese burger and Softdrinks	100	148.00	14,800.00
<b>Sub-Total</b>					<b>68,440.00</b>

**(Total Amount in Words) Sixty Eight Thousand Four Hundred Forty Pesos Only**

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:

MAEZI CATERING SERVICES  
Signature over Printed Name of Supplier

\_\_\_\_\_  
Date

Very truly yours,

  
**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