

PURCHASE ORDER

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|------------------------------|--|---------------|-----------------|
| Procuring Entity | : City Government of Cagayan de Oro | ABC | : PhP 70,000.00 |
| End User Unit | : CDO TRADE AND INVESTMENT PROMOTIONS CENTER | PPMP Code | : INVEST25-106 |
| Purchase Request (PR) Number | : 25-4422 | Quotation No. | : 2982-25 |
| PR Date | : October 1, 2025 | CRN | : |
| PR Received by CGSO | : October 21, 2025 | | |



City Government of Cagayan de Oro

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| Supplier : EDOKO FOODS | P.O. No. : 3672-25 |
| Address : 11-20 ST., NAZARETH, CDO | Date : DEC 23 2025 |
| Contact No. : 09159390132 | Mode of Procurement : NP - 53.10 Lease of Real Property and Venue |
| | PR No./s : 25-4422 |

Gentlemen

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

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| Place of Delivery : CDO TRADE AND INVESTMENT PROMOTIONS CENTER via CGSO for Inspection | Delivery Term : Two (2) Calendar Days |
| Date of Delivery : | Payment Term : |

| ITEM NO. | UNIT | DESCRIPTION | QTY | UNIT COST | AMOUNT | |
|---|------|--|-----|-----------|--------------|----------------------|
| 1 | lot | Lease of Venue and Accommodation with Meals and Snacks for 20 pax : Menu: Day 1 Breakfast – Buttered Chicken, Beef and Baby Corn Stir Fry, Rice, Water/Coffee AM Snack – Rice Cake, Hot Chocolate Lunch – Sweet and Sour Tilapia, Chicken Fingers, Rice, Softdrinks PM Snack – Chicken Siopao, Cucumber Juice Dinner – Beef Kaldereta, Sinigang na Hipon, Rice, Softdrinks Day 2 Breakfast – Chicken Liver and Gizzard Adobo, Egg Omelette, Rice, Water/Coffee AM Snack – Mango Sticky Rice, Hot Chocolate Lunch – Chicken Pochoero, Humba, Rice, Softdrinks PM Snack – Fresh Lumpia, Iced Tea Dinner – Menudo, Beef Steak, Rice, Softdrinks X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X | 20 | 3,499.00 | 69,980.00 | |
| (Total Amount in Words) Sixty-Nine Thousand Nine Hundred Eighty and 00/100 Pesos | | | | | Total | Php 69,980.00 |

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

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| Conforme: | Very truly yours, |
| CHARLENE P. PALENZUELA Signature over Printed Name of Supplier | BY AUTHORITY OF THE CITY MAYOR PER MEMORANDUM NO. 1745-2025 RODOLFO A. JOY Signature over Printed Name of Authorized Official |
| 12-26-25 Date | Designation |

Note: This serves as Notice of Award and Contract once Conformed within Ten (10) Days, by the Supplier.