

PURCHASE ORDER
CITY OF CALAPAN

Supplier: **GNG GENERAL MERCHANDISE**
Address: **Calapan City**
TIN: **265-246-117**

P.O. No.: **0771**
Date: **06.05.25**
Mode of Procurement: **Small Value**
PR No./s: **542**

Gentlemen:

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

Place of Delivery: **CEPWD Calapan City**

Date of Delivery: **within 30 days upon receipt of P.O.**

Delivery Term: **FOB Destination**

Payment Term: **N/60**

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
	pc	Office Chair, Long Back	1	8,518.00	8,518.00
	pc	Office Chair, standard	1	4,318.00	4,318.00
	pcs	USB, 32 gb	4	2,248.00	8,992.00
	pcs	Steel Rack, 6 layers, stainless	4	10,848.00	43,392.00
	pcs	Steel Rack, 5 layers, stainless	6	6,098.00	36,588.00
	reams	Book paper, A3	10	679.00	6,790.00
	reams	Book paper, sub20, 70g/m2, long	20	299.00	5,980.00
	reams	Book paper, sub20, 70g/m2, short	10	259.00	2,590.00
	unit	Scientific Calculator	1	2,029.00	2,029.00
	pc	External 1TB	1	4,249.00	4,249.00
	pc	Signpen, blue	1	1,424.00	1,424.00
	pcs	Parker refill, blue	5	409.00	2,045.00
	bottles	Brother ink refill, BTD 100, Black	20	614.50	12,290.00
	bottles	Brother ink refill, BTD 100, Cyan	10	614.50	6,145.00
	bottles	Brother ink refill, BTD 100, Yellow	10	614.50	6,145.00
	bottles	Brother ink refill, BTD 100, Magenta	10	614.50	6,145.00
	bottles	Epson ink refill, 003, black	20	394.00	7,880.00
	bottles	Epson ink refill, 664, black	20	394.00	7,880.00

(Total Amount in Words) One Hundred Seventy-Three Thousand Four Hundred Pesos Only

173,400.00

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,

GNG GENERAL MERCHANDISE

Signature over Printed Name of Supplier

MARILOU F. MORILLO

City Mayor

Date

(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