



PURCHASE ORDER
CITY OF CALAPAN

Supplier: <u>MENTORS GENERAL MERCHANDISE</u>		P.O. No.: <u>0713</u>			
Address: <u>CALAPAN CITY</u>		Date: <u>04-29-25</u>			
TIN: <u>304-587-416-0000</u>		Mode of Procurement: <u>Small value</u>			
Gentlemen:		PR No./s: <u>0555</u>			
Please furnish this Office the following articles subject to the terms and conditions contained herein:					
Place of Delivery: <u>CITY COLLEGE</u>		Delivery Term: <u>FOB Destination</u>			
Date of Delivery: <u>within 30 days upon receipt of P.O.</u>		Payment Term: <u>N/60</u>			
Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
		Tech Lab Enhancement: Creating Future-Ready Learning Environments			
1	unit	10 x Freestanding Executive Table o Freestanding table L230X70XH74CM o 3cm thick particle board top; high pressure laminate; rounded edging gray/off-white finished; Steel legs and damper; gauge#22; Powder coated smooth surface; gray color finished. Stain, scratch & fire resistant; with 3pcs thermometer hole or 2 inches hole;	10	24,998.00	249,980.00
2	pcs	Heavy Duty Rubber Plug W/Clamp	11	68.00	748.00
3	unit	Half Glass / Half Steel Cabinet, Swing Door Multi Purpose Metal Cabinet, keylock Storage Cabinet 1 for Lab Equipment; 1 for Documents)	2	12,998.00	25,996.00
4	pcs	Extendable/Adjustable Thick Curtain Rod (up to 3-meter; with end cap, Brackets and screw)	4	698.00	2,792.00
5	pcs	Sliding Blackout Curtains (W90"x H70")	8	1,498.00	11,984.00
					291,500.00
(Total Amount in Words) Two hundred ninety one thousand five hundred 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:		Very truly yours,			
					
<u>MENTORS GENERAL MERCHANDISE</u> Signature over Printed Name of Supplier		<u>MARILOU F. MORILLO</u> 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		