

PURCHASE ORDER
CITY OF CALAPAN

Supplier: THREE DRAGONS NON-SPECIALIZED WHOLESALE TRADING	P.O. No.: <u>0690</u>
Address: CALAPAN CITY	Date: <u>05.07.25</u>
TIN: <u>128-807-277</u>	Mode of Procurement: <u>Small value</u>
	PR No./s: <u>0591</u>


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

Place of Delivery: CITY COLLEGE	Delivery Term: FOB Destination
Date of Delivery: within 30 days upon receipt of P.O.	Payment Term: N/60

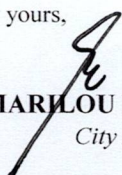
Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
COMMUNITY NEEDS ASSESSMENT/NSTP OFFICE SUPPLIES					
1	box	Bond Paper (Long)	8	1,499.50	11,996.00
2	box	Bond Paper (Short)	5	1,299.50	6,497.50
3	box	Bond Paper (A4)	1	1,499.50	1,499.50
4	ream	Vellum board 200gsm (short)	20	509.50	10,190.00
5	pcs	File magazine holder (long, single)	5	149.50	747.50
6	pcs	Certificate frame (8.5x11)	50	119.50	5,975.00
7	set	Brother ink BT5000 C/M/Y & BTD60BK	8	2,199.50	17,596.00
8	box	Whiteboard Marker	5	799.50	3,997.50
9	box	My-gel pen 0.7mm black and blue	3	349.50	1,048.50
10	pcs	Stapler HD-50R with remover	6	149.50	897.00
TOTAL					60,444.50

(Total Amount in Words) Sixty thousand four hundred forty four & 50/100

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: 
THREE DRAGONS NON-SPECIALIZED WHOLESALE TRADING
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