

PURCHASE ORDER

CITY OF CALAPAN

Supplier : LIAN AND LIAM OFFICE SUPPLIES AND EQUIPMENT TRADING	P.O No. : 0272
Address : Calapan City	Date : 03-08-23
TIN : 420-230-082-000	Mode of Procurement : Small Value
	PR No./s: 0250

Gentlemen:

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

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

Stock/ Property No.	UNIT	ITEM & DESCRIPTION	QTY.	UNIT COST	TOTAL COST
1	units	Casio Tilt Display Calculator	15	1,198.50	17,977.50
2	pcs	Masterlisting & IEC (Risograph forms)	10000	1.98	19,800.00
3	rms	Bond Paper (Long)	10	279.00	2,790.00
4	rms	Bond Paper (Short)	10	264.00	2,640.00
5	pcks	Glossy Sticker Paper (A4) (100s)	5	244.00	1,220.00
6	pcs	Ecobag	150	149.00	22,350.00
7	sets	Ink Set (CMYB)	3	1,198.00	3,594.00
8	pcks	Vellum board	10	98.00	980.00
9	boxes	A4 Conqueror Paper (cream)	10	2,498.00	24,980.00
10	unit	Deli Electric Paper Shredder 23L	1	10,499.00	10,499.00
11	pcs	Fairy lights	20	99.00	1,980.00
12	pcs	Buntings	20	169.00	3,380.00
13	rolls	Purple ribbons (rolls)	30	129.00	3,870.00
TOTAL					116,060.50

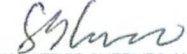
(Total Amount in Words): One hundred sixteen thousand sixty & 50/100

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

Very Truly yours,


MARILOUF. MORILLO
City Mayor

Conforme:


LIAN AND LIAM OFFICE SUPPLIES AND EQUIPMENT TRADING
Signature Over Printed Name of Supplier
03-08-23
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: _____ Date: _____

Secretary to the Sanggunian