

PURCHASE ORDER

CITY OF CALAPAN

Supplier: RA PARTY NEEDS & CATERING SERVICES	P.O. No.: <u>0174</u>
Address: <u>Calapan City</u>	Date: <u>03-10-23</u>
TIN: <u>931-815-730-001</u>	Mode of Procurement: <u>Small value</u>
	PR No./s: <u>0249</u>

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

Place of Delivery: CHRMD	Delivery Term: FOB Destination
Date of Delivery: within seven (7) days upon receipt of P.O.	Payment Term: N/60

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	unit	Rental of tables	200	50.00	10,000.00
1	unit	Rental of chairs	2000	20.00	40,000.00

(Total Amount in Words) FIFTY THOUSAND PESOS ONLY **50,000.00**

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:
by: [Signature]
MARY RUIZ P. MAGNAYE
 RA PARTY NEEDS & CATERING SERVICES
 Signature over Printed Name of Supplier
03-10-23
 Date

Very truly yours,
[Signature]
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