

PURCHASE ORDER
CITY OF CALAPAN

Supplier: NEW ISLAND ENTERPRISES	P.O. No.: <u>0346</u>
Address: CALAPAN CITY	Date: <u>03-03-23</u>
TIN: <u>194-599-780-002</u>	Mode of Procurement: <u>Small value</u>
	PR No./s: <u>0053</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: <u>within 7days upon receipt of P.O.</u>	Payment Term: N/60

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
		CCC 15TH FOUNDING ANNIVERSARY CELEBRATION			-
		Student Parliament			-
1	pcs	Folder (long)	35	17.90	626.50
2	boxes	Pencil	3	179.50	538.50
3	reams	Vellum paper (short)	3	579.00	1,737.00
4	pcs	Certificate holder (short)	60	79.50	4,770.00
5	pc	White board (small)	1	299.00	299.00
6	pcs	White board marker	5	77.50	387.50
7	reams	Bond paper (short)	2	290.00	580.00
8	reams	Bond paper (long)	2	300.00	600.00
9	ream	Colored paper (assorted)	1	459.00	459.00
		Colored tape (1 inch)			-
10	pcs	Black	20	87.50	1,750.00
11	pcs	Red	10	87.50	875.00
		Duct Tape (3inches)			-
12	pcs	Red	4	649.50	2,598.00
13	pcs	Blue	4	649.50	2,598.00
14	pcs	Green	4	649.50	2,598.00
15	pcs	Yellow	4	649.50	2,598.00
16	pcs	Black	4	649.50	2,598.00
17	pcs	Tumbler	20	179.50	3,590.00
18	pcs	Corned Beef (150g)	40	39.80	1,592.00
19	pcs	Pancit Canton	40	24.90	996.00
20	pcs	Coffee (100g)	20	84.90	1,698.00
21	pcs	Milk (150g)	20	179.80	3,596.00
22	packs	Sky flakes	20	99.90	1,998.00
		Ballpen			-
23	pcs	Red	25	67.90	1,697.50
24	pcs	Black	25	67.90	1,697.50
25	pads	Yellow Paper	20	74.90	1,498.00
26	pcs		20	99.90	1,998.00
27	ream	Bond Paper (short)	1	280.00	280.00
28	pcs	Token (wine and mug)	21	499.00	10,479.00
29	yard	Black Cloth	20	77.80	1,556.00
30	pcs	Plastic twine rope	2	179.90	359.80
		SUBTOTAL			58,648.30

(Total Amount in Words) Fifty eight thousand six hundred forty eight pesos and 30/100.

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:

Very truly yours,

[Handwritten signatures and initials]