

PURCHASE ORDER

CITY OF CALAPAN

7 HABITS OFFICE SUPPLIES AND EQUIPMENT Supplier: <u>TRADING</u> Address: <u>LUMANG BAYAN, CALAPAN CITY</u> TIN: <u>614-580-720-0000</u>	P.O. No.: <u>0984</u> Date: <u>09-22-23</u> Mode of Procurement: <u>Small Value</u> PR No./s: <u>271</u>
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Gentlemen:
Please furnish this Office the following articles subject to the terms and conditions contained herein:

Place of Delivery: <u>The Green City Program</u>	Delivery Term: <u>FOB Destination</u>
Date of Delivery: <u>within seven (7) days upon receipt of P.O</u>	Payment Term: <u>N/60</u>

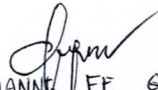
Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
25	pcs	Container for sugar, creamer etc	4	154.00	616.00
26	pc	Water dispenser (bottom load)	1	12,835.00	12,835.00
27	pcs	Condiments container per table (small)	18	57.00	1,026.00
28	pcs	Decorative vase (plastic woven)	6	116.00	696.00
29	pcs	Ceiling fan	2	2,460.00	4,920.00
30	pcs	Wall fan	4	4,150.00	16,600.00
31	pcs	Table square like monoblock 24x36 inches	6	2,450.00	14,700.00
32	yard	Table cover per yard (mantel)	24	140.00	3,360.00
33	yard	Plastic cover for table per yard	24	335.00	8,040.00
34	yard	Alpha geena white, lighter color (per yard)	50	40.00	2,000.00
35	yard	Linoleum per yard	50	245.00	12,250.00
Sub Total of Page 1					97,294.00
					174,337.00


(Total Amount in Words) One Hundred Seventy Four Thousand Three Hundred Thirty Seven 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,


ROSE DIANNE FE GUEVARRA
 Signature over Printed Name of Supplier
09-22-23
 Date


MARILOU F. MORILLO
 City Mayor