

# PURCHASE ORDER

## CITY OF CALAPAN

Supplier: <u>ESEC Office Supplies and Equipment Trading</u> Address: <u>Calapan City</u> TIN: <u>272-650-786-00000</u>	P.O. No.: <u>1550</u> Date: <u>07.18.23</u> Mode of Procurement: <u>small value</u> PR No./s: <u>1440</u>
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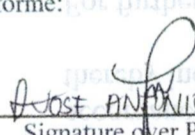
Gentlemen:  
Please furnish this Office the following articles subject to the terms and conditions contained herein:

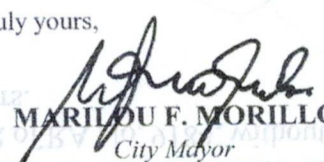
Place of Delivery: <u>Urban Planning &amp; Development Department</u>	Delivery Term: <u>FOB Destination</u>
Date of Delivery: <u>Within seven (7) days upon receipt of P.O.</u>	Payment Term: <u>N/60</u>

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	pc	Lot 2 - Electronic tablet accessory	206	348.00	71,688.00

**(Total Amount in Words) Seventy one thousand six hundred eighty eight pesos only.** 71,688.00

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: \_\_\_\_\_ Very truly yours,  
  
JOSE ANAXIO N. ENCARNACION  
 Signature over Printed Name of Supplier  
07.18.23  
 Date

  
**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: \_\_\_\_\_