

**PURCHASE ORDER**  
CITY OF CALAPAN

P.O./SV

Supplier: <b>ITDC SYSTEMS AND DEVELOPMENT SERVICES</b> Address: <b>Calapan City, Oriental Mindoro</b> TIN: <u>245-721-160</u>	P.O. No.: _____ Date: _____ Mode of Procurement: <u>SMALL VALUE</u> PR No./s: <u>1978</u>
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Gentlemen:  
Please furnish this Office the following articles subject to the terms and conditions contained herein:

Place of Delivery: <b>City Public Employment Service Office</b>	Delivery Term: <b>FOB Destination</b>
Date of Delivery: <b>w/in seven (7) days upon receipt of P.O.</b>	Payment Term: <b>N/60</b>

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	set	Desktop Computer SPECS: Intel core i5 10th Gen 6 cores 4.3GHz ASUS prime motherboard 16GB DDR4 (2x8GB) 2600MHz Kingston NVI 500GB M.2 NVME SSD Tempered Glass (side) ATX w/ 450W PSU 1TB Hard Drive ATX w/ 500W Casing AOC 21.5" WLED Monitor 75Hz Logitech wireless Keyboard and Mouse Computer Table 2Gb Video Card UPS 600VA	1	50,000.00	50,000.00
2	unit	Epson Printer All-in-one with Continuos ink	1	10,000.00	10,000.00

**(Total Amount in Words) Sixty thousand pesos only. 60,000.00**

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:

Very truly yours,

**ITDC SYSTEMS AND DEVELOPMENT SERVICES**

**MARILOU F. MORILLO**

Signature over Printed Name of Supplier

City Mayor

\_\_\_\_\_ 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: