

PURCHASE ORDER

CITY OF CALAPAN

Supplier: THREE DRAGONS NON-SPECIALIZED WHOLESALE TRADING	P.O. No.: _____
Address: CALAPAN CITY	Date: _____
TIN: 128-807-277	Mode of Procurement: Small Value
	PR No./s: 2200

Gentlemen:

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

Place of Delivery: City Government of Calapan	Delivery Term: FOB Destination
Date of Delivery: within thirty (30) days upon receipt of P.O	Payment Term: N/60

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
	units	Antivirus, 3 users	3	2,395.00	7,185.00
	spindle	CD R, 50's	1	1,035.00	1,035.00
	spindle	CD RW, 25's	1	1,235.00	1,235.00
	pc	Computer keyboard, <i>USB, mini & ordinary</i>	1	685.00	685.00
	pc	Computer mouse, <i>USB</i>	1	535.00	535.00
	pcs	Computer mouse, <i>wireless</i>	2	742.50	1,485.00
	pcs	Computer ribbon, <i>LQ 310</i>	10	298.50	2,985.00
	pc	Computer ribbon, <i>LX 310</i>	1	280.00	280.00
	pc	Hard drive, <i>external, 1TB</i>	1	3,985.00	3,985.00
	btl	Ink refill for Brother BT6000, <i>black</i>	1	685.00	685.00
	btls	ink refill for Brother BT D60, <i>black</i>	19	699.21	13,284.99
	btls	Ink refill for Brother BT5000, <i>cyan</i>	12	698.75	8,385.00
	btls	Ink refill for Brother BT5000, <i>magenta</i>	12	698.75	8,385.00
	btls	Ink refill for Brother BT5000, <i>yellow</i>	11	698.64	7,685.04
	set	Ink refill for Computer Printer MX 397 (740-741)	1	1,985.00	1,985.00
	btls	Ink refill for Epson 001, <i>black</i>	8	396.13	3,169.04
	btls	Ink refill for Epson 001, <i>cyan</i>	4	394.25	1,577.00
	btls	Ink refill for Epson 001, <i>magenta</i>	4	394.25	1,577.00
	btls	Ink refill for Epson 001, <i>yellow</i>	4	394.25	1,577.00
	btls	Ink refill for Epson 003, <i>black</i>	52	349.71	18,184.92
	btls	Ink refill for Epson 003, <i>cyan</i>	26	349.42	9,084.92
	btls	Ink refill for Epson 003, <i>magenta</i>	26	349.42	9,084.92
	btls	Ink refill for Epson 003, <i>yellow</i>	27	349.44	9,434.88
	btls	Ink refill for Epson 664, <i>black</i>	20	349.25	6,985.00
	btls	Ink refill for Epson 664, <i>cyan</i>	5	347.00	1,735.00
		Sub-total 1			122,229.71

(Total Amount in Words)

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:

Ellen Jane Larbat
Ellen Jane Larbat

THREE DRAGONS NON-SPECIALIZED WHOLESALE TRADING

Signature over Printed Name of Supplier

Very truly yours,

Marlou F. Morillo
MARLOU F. MORILLO
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: