

# PURCHASE ORDER

## CITY OF CALAPAN

Supplier: <b>THREE DRAGONS NON-SPECIALIZED WHOLESALE TRADING</b> Address: <b>CALAPAN CITY</b> TIN: <b>128-807-277</b>	P.O. No.: _____ Date: _____ Mode of Procurement: <b>Small Value</b> PR No./s: <b>2200</b>
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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 Government of Calapan</b>			Delivery Term: <b>FOB Destination</b>		
Date of Delivery: <b>within thirty (30) days upon receipt of P.O</b>			Payment Term: <b>N/60</b>		
Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
	btls	Ink refill for Epson 664, <i>magenta</i>	4	346.25	1,385.00
	btls	Ink refill for Epson 664, <i>yellow</i>	5	347.00	1,735.00
	pc	Mouse pad	1	65.00	65.00
	pcs	Ribbon for typewriter, <i>black</i>	5	42.00	210.00
	pcs	RJ45 for CAT6	220	14.93	3,284.60
	units	Uninterruptible Power Supply, <i>650VA</i>	2	3,595.00	7,190.00
	units	Uninterruptible Power Supply, <i>750VA</i>	3	3,595.00	10,785.00
	btl	Universal ink, <i>1000ml, black</i>	1	785.00	785.00
	btls	Universal ink, <i>100ml, black</i>	20	129.25	2,585.00
	btls	Universal ink, <i>100ml, cyan</i>	3	125.00	375.00
	btls	Universal ink, <i>100ml, magenta</i>	3	125.00	375.00
	btls	Universal ink, <i>100ml, yellow</i>	3	125.00	375.00
	pcs	USB flash drive, <i>8gb</i>	2	377.50	755.00
	pcs	USB flash drive, <i>16gb</i>	4	546.25	2,185.00
	pcs	USB flash drive, <i>32gb</i>	3	695.00	2,085.00
	box	UTP cable CAT6	1	11,985.00	11,985.00
		Sub-total 2			46,159.60
		Sub-total 1			122,229.71
					<b>168,389.31</b>

**One hundred sixty eight thousand three hundred eighty nine pesos & 31/100**

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:

*Ellen Jane Lano*  
Ellen Jane Lano

**THREE DRAGONS NON-SPECIALIZED WHOLESALE TRADING**  
Signature over Printed Name of Supplier

\_\_\_\_\_ Date

Very truly yours,

*Mari Lou F. Morillo*  
**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.: