

PURCHASE ORDER

CITY OF CALAPAN

Supplier: DMP OFFICE SUPPLIES & EQUIPMENT TRADING	P.O. No.: <u>1192</u>
Address: <u>Calapan City</u>	Date: <u>07.31.23</u>
TIN: <u>222-609-293-001</u>	Mode of Procurement: <u>small value</u>
	PR No./s: <u>1127</u>



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

Place of Delivery: CVMO	Delivery Term: FOB Destination
Date of Delivery: within 7 days upon receipt of P.O.	Payment Term: N/60

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
Lot 2 - Office Supplies					
31	packs	folder short, 14pts ivory 100's	1	565.00	565.00
32	pcs	glue, 130g	3	67.00	201.00
33	boxes	paper clip plastic coated, big	20	37.00	740.00
34	boxes	paper clip plastic coated, small	20	30.00	600.00
35	packs	paper cups, 8oz	15	47.00	705.00
36	packs	paper plate	10	47.00	470.00
37	packs	plastic glooves	10	27.00	270.00
38	pcs	pressboard folder, long, blue,green,violet,gray	50	24.00	1,200.00
39	boxes	push pin	5	37.00	185.00
40	pcs	record book, 300p	25	75.00	1,875.00
41	pcs	record book, 500p	15	122.00	1,830.00
42	unit	sala set, sofa	1	14,895.00	14,895.00
43	pcs	scotch tape, 1"	50	37.00	1,850.00
44	pcs	scotch tape, 2"	10	67.00	670.00
45	pcs	scrubbing pad w/ foam	5	77.00	385.00
46	boxes	signpen gel ink 0.5, black	5	360.00	1,800.00
47	boxes	signpen gel ink 0.5, blue	5	360.00	1,800.00
48	boxes	signpen HI-techpoint V10 grip blue	6	1,095.00	6,570.00
49	pcs	stampad ink	10	47.00	470.00
50	boxes	staple wire #35	15	57.00	855.00
51	packs	sticker paper A4 10s, glossy white	10	52.00	520.00
52	pcs	sticky note. 1x1.5cm	10	47.00	470.00
53	pcs	sticky note, arrow	10	22.00	220.00
54	pcs	tape, double sided, 1"	20	47.00	940.00
55	pcs	whiteboard pen, black	12	67.00	804.00
56	pads	yellow paper	6	75.00	450.00
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TOTAL lot 2 page 3					41,340.00

(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:  _____ DMP OFFICE SUPPLIES & EQUIPMENT TRADING Signature over Printed Name of Supplier _____ Date: <u>07.31.23</u>	Very truly yours,  _____ ROMMEL A. IGNACIO City Vice Mayor
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(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