

PURCHASE ORDER

CITY OF CALAPAN

| | |
|---|---|
| Supplier: <u>NEW ISLAND ENTERPRISES</u> | P.O. No.: _____ |
| Address: <u>CALAPAN CITY</u> | Date: _____ |
| TIN: <u>194-599-780-002</u> | Mode of Procurement: <u>SMALL VALUE</u> |
| | PR No./s: <u>2201</u> |

Gentlemen:

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

| | |
|---|---------------------------------------|
| Place of Delivery: <u>CITY GOVERNMENT OF CALAPAN</u> | Delivery Term: <u>FOB Destination</u> |
| Date of Delivery: <u>within thirty (30) days upon receipt of P.O.</u> | Payment Term: <u>N/60</u> |

| Stock/ Property No. | Unit | Description | Quantity | Unit Cost | Amount |
|------------------------|-------|---|----------|-----------|------------------|
| | bxs | Rubberband, <i>miki size, big box (Arrow)</i> | 2 | 324.50 | 649.00 |
| | bxs | Rubberband, <i>regular size, big box(Everlasting)</i> | 2 | 319.50 | 639.00 |
| | pcs | Ruler, <i>12", plastic (Orion)</i> | 3 | 34.50 | 103.50 |
| | pcs | Scissors, <i>stainless, hd</i> | 19 | 179.50 | 3,410.50 |
| | bxs | Sign pen, <i>1.0, super smooth gel ink, blue</i> | 5 | 1,375.00 | 6,875.00 |
| | bxs | Sign pen, <i>0.3, microfine, black</i> | 2 | 1,140.00 | 2,280.00 |
| | box | Sign pen, <i>0.3, microfine, blue</i> | 1 | 1,495.00 | 1,495.00 |
| | box | Sign pen, <i>0.5, fine tip, blue</i> | 1 | 965.00 | 965.00 |
| | bxs | Sign pen, <i>gel pen, 0.5, black (Mygel)</i> | 12 | 418.00 | 5,016.00 |
| | bxs | Signpen, <i>gel ink, 0.5, blue (Mygel)</i> | 12 | 418.00 | 5,016.00 |
| | box | Sign pen, <i>0.5, sky blue (Mygel)</i> | 1 | 418.00 | 418.00 |
| | bxs | Sign pen, <i>0.5, violet (Mygel)</i> | 2 | 418.00 | 836.00 |
| | packs | Specialty board, <i>blue, 10's, short</i> | 3 | 54.00 | 162.00 |
| | packs | Specialty board, <i>blue, 10's, long</i> | 2 | 64.00 | 128.00 |
| | packs | Specialty board, <i>pale cream, 10's, long</i> | 2 | 64.00 | 128.00 |
| | packs | Specialty board, <i>180gsm, white, 10's, long</i> | 48 | 64.00 | 3,072.00 |
| | packs | Specialty board, <i>white, 10's, short</i> | 33 | 54.00 | 1,782.00 |
| | btls | Stamp pad ink, <i>small</i> | 2 | 79.50 | 159.00 |
| | btls | Stamp pad ink, <i>violet, big</i> | 2 | 294.50 | 589.00 |
| | pcs | Stamp pad, <i>4x6</i> | 3 | 149.50 | 448.50 |
| | bxs | Staple wire, <i>#35 (Max)</i> | 69 | 64.50 | 4,450.50 |
| | bxs | Staple wire, <i>6mm</i> | 8 | 299.00 | 2,392.00 |
| | pcs | Stapler with <i>built-in remover (Max)</i> | 16 | 549.00 | 8,784.00 |
| | packs | Sticker paper, <i>8.5 x 11</i> | 5 | 54.00 | 270.00 |
| | pack | Sticker paper, <i>matte, A4, 10's</i> | 1 | 64.00 | 64.00 |
| | | Sub-total 5 | | | 50,132.00 |

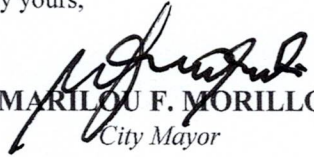
(Total Amount in Words)

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:

Very truly yours,

NEW ISLAND ENTERPRISES
Signature over Printed Name of Supplier


MARILOU 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.: _____