

# 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
	kls	Sugar, <i>muscovado</i>	5	269.50	1,347.50
	pcs	Tape dispenser, <i>big (Prince)</i>	4	149.50	598.00
	rolls	Tape, <i>double-sided, 1/2" (Croco)</i>	5	37.00	185.00
	rolls	Tape, <i>double-sided, 1" (Croco)</i>	50	49.50	2,475.00
	roll	Tape, <i>duct, 2"</i>	1	549.00	549.00
	rolls	Tape, <i>masking, 1" (Croco)</i>	27	49.50	1,336.50
	rolls	Tape, <i>masking, 2" (Croco)</i>	11	64.50	709.50
	rolls	Tape, <i>packaging, 2" (Croco)</i>	10	64.50	645.00
	rolls	Tape, <i>scotch, 1" (Croco)</i>	96	37.50	3,600.00
	rolls	Tape, <i>scotch, 2" (Croco)</i>	24	64.50	1,548.00
	btl	Whiteboard ink, <i>black (Pilot)</i>	1	129.00	129.00
	pcs	Whiteboard pen, <i>black (Pilot)</i>	13	64.50	838.50
	pc	White board pen, <i>blue (Pilot)</i>	1	64.50	64.50
	pc	White board pen, <i>red (Pilot)</i>	1	64.50	64.50
		<b>Sub-total 6</b>			<b>14,090.00</b>
		<b>Sub-total 5</b>			<b>50,132.00</b>
		<b>Sub-total 4</b>			<b>32,494.50</b>
		<b>Sub-total 3</b>			<b>50,951.00</b>
		<b>Sub-total 2</b>			<b>34,675.00</b>
		<b>Sub-total 1</b>			<b>249,668.00</b>
		<b>Grand Total</b>			<b>432,010.50</b>


**Four hundred thirty two thousand ten pesos & 50/100.**

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:

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.: