

PURCHASE ORDER

CITY OF CALAPAN

Supplier: <u>MARC JILL GENERAL MERCHANDISE</u>	P.O. No.: <u>1150</u>
Address: <u>CALAPAN CITY</u>	Date: <u>07.28.23</u>
TIN: <u>134-914-104</u>	Mode of Procurement: <u>SMALL VALUE</u>
	PR No./s: <u>1315</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
1	packs	Brown Paper Bag, 4x2x8, 100's	5	69.00	345.00
	packs	Brown Paper Bag, 4x3x9, 100's	5	79.00	395.00
	packs	Brown Paper Bag, 5x3x10, 100's	5	89.00	445.00
	rolls	Calculator Adding Machine Slip, 2 1/4"	20	74.50	1,490.00
	pcs	Calculator, 12 digits	2	1,095.00	2,190.00
	pcs	Calculator, 14 digits, 2-way power	2	1,245.00	2,490.00
	pack	Carbon paper, long, black	1	945.00	945.00
	packs	Carbon paper, long, blue	2	945.00	1,890.00
	pcs	Certificate holder, short, plastic, blue	30	59.50	1,785.00
	pcs	Certificate holder, wood frame	10	158.50	1,585.00
	pcs	Clear Book, long	2	148.50	297.00
	reams	Colored paper, assorted	2	297.00	594.00
	pcs	Combo binder cover, long	8	17.50	140.00
	pcs	Combo ring, 1"	3	54.50	163.50
	pcs	Correction pen, metal tip	2	59.50	119.00
	pcs	Correction tape	263	54.90	14,438.70
	pack	Cutter blade	1	123.75	123.75
	pcs	Cutter, heavy duty	2	398.00	796.00
	pc	Dater Stamp, "Paid"	1	188.00	188.00
	pcs	Desktop Ballpen, black	5	67.50	337.50
	pcs	Envelope, brown, long	501	6.95	3,481.95
	pcs	Envelope, brown, short	276	6.45	1,780.20
	pcs	Envelope, expanding w/ garter, blue, long	14	22.90	320.60
	pcs	Envelope, expanding w/ garter, green, long	40	22.90	916.00
	pcs	Envelope, expanding w/ garter, red, long	20	22.90	458.00
Sub-total 2					37,714.20

(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,

MARC JILL GENERAL MERCHANDISE

Signature over Printed Name of Supplier

MARILOU F. MORILLO

City Mayor

07.28.23

Date

(In case of Negotiated Purchase pursuant to Section 369 (a) of RA 7160, this portion must be accomplished.)

Approved per Sanggunian Resolution No.: