

PURCHASE ORDER

CITY OF CALAPAN

81/P.0

Supplier: RENEO TRADING	P.O. No.: _____
Address: BATANGAS CITY	Date: _____
TIN: 735-752-559-000	Mode of Procurement: SMALL VALUE
	PR No./s: _____


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

Place of Delivery: CGC	Delivery Term: FOB Destination
Date of Delivery: within 7 days upon delivery of receipt	Payment Term: N/60


Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	unit	Laptop Intel Core i5 512GB SSD w/HDD UPGRADE KIT 15.6" Display with IPS Windows 11 Pro	2	54,700.00	109,400.00
2	sets	Dekstop Intel Core i5 8GB RAM 512 GB SSD 1 TB HDD Windows 11 23.8 Monitor 550 VA UPS Keyboard and Mouse Motherboard	1	54,900.00	54,900.00
					164,300.00

(Total Amount in Words) One Hundred Sixty Four Thousand Three Hundred Pesos Only

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.


RENEO TRADING
 Signature over Printed Name of Supplier

 Date

Very truly yours,

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.: _____

Certified Correct:

 Secretary to the Sanggunian

 Date