

PURCHASE ORDER

CITY OF CALAPAN

Supplier: Sapphire General Merchandising	P.O. No.: <u>1346</u>
Address: Calapan City	Date: <u>06.09.23</u>
TIN: 138-213-994	Mode of Procurement: <u>small value</u>
	PR No./s: 1404

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

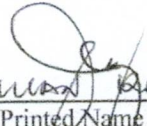
Place of Delivery: Urban Planning & Development Department	Delivery Term: FOB Destination
Date of Delivery: Within seven (7) days upon receipt of P.O.	Payment Term: N/60

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	pc	Enumerators Kit			
2	pc	Enumerators bag, standard size	206	490.00	100,940.00
		jacket with hood and zipper	206	590.00	121,540.00
3	pc	First-aid kit (with paracetamol, antiseptic strips, cotton, wound solution, liniment, loperamide	38	245.00	9,310.00
4	pc	ID jacket with lace (4R 110mm x 160mm)	250	46.00	11,500.00
5	pc	steno notebook (153mm x 220mm, 60 leaves)	250	28.00	7,000.00
6	box	pencil (standard no. 2)	50	78.00	3,900.00
7	box	ballpen (black retractable, 065)	50	72.00	3,600.00
8	pc	white board marker (round point, black)	20	65.00	1,300.00
9	box	permanent marker (fine point, black)	45	295.00	13,275.00
10	ream	bond paper short	20	236.00	4,720.00
11	ream	bond paper A4	10	247.00	2,470.00
12	ream	bond paper long	20	276.00	5,520.00
13	pack	specialty board 8.5 x 11 220gsm 10 sheets white	50	48.00	2,400.00


(Total Amount in Words) Two hundred eighty seven thousand four hundred seventy five pesos only **287,475.00**

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:


MARILOU F. MORALES
 Signature over Printed Name of Supplier
06.09.23
 Date

Very truly yours,


MARILOU F. MORALES
 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.: _____