

PURCHASE ORDER

CITY OF CALAPAN

80/P.O.

Supplier: <u>J & R DIGITAL PRINTING SERVICES</u>	P.O. No.: _____
Address: <u>Masipit, Calapan City</u>	Date: _____
TIN: <u>446-814-278-00000 NV</u>	Mode of Procurement: <u>S Small Value</u>
	PR No./s: <u>2566</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 seven (7) days upon receipt of P.O.</u>	Payment Term: <u>N/60</u>

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
	pc	Tarpaulin 4X8	10	896.00	8,960.00
	pc	Tarpaulin 16X24	2	10,752.00	21,504.00
	pc	Tarpaulin 8X16	10	3,584.00	35,840.00
	pc	Tarpaulin 8X16	1	3,584.00	3,584.00
(Total Amount in Words) SIXTY NINE THOUSAND EIGHT HUNDRED EIGHTY EIGHT PESOS					69,888.00

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: _____
J & R DIGITAL PRINTING SERVICES
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: _____