

PURCHASE ORDER

CITY OF CALAPAN

80/120

Supplier: <u>MENTORS GENERAL MERCHANDISE</u> Address: <u>Baco, Oriental Mindoro</u> TIN: <u>304-587-416-00</u>	P.O. No.: _____ Date: _____ Mode of Procurement: <u>SMALL VALUE</u> PR No./s: _____
--	--

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> Date of Delivery: <u>within seven (7) days upon receipt of P.O.</u>	Delivery Term: <u>FOB Destination</u> Payment Term: <u>N/60</u>
---	--

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
	pc.	Executive table 55"x27"x30"	1	17,784.00	17,784.00
	pcs.	Foldable table 48.3"x24"x29"	2	3,199.00	6,398.00
	pcs.	Monobloc chair bench type w/ back & armrests	3	2,949.00	8,847.000
	pcs.	Office table	2	13,000.00	26,000.00
	pc.	Utility pail with cover 12 liter-capacity	1	204.00	204.00
	pc.	Weighing table scale mechanical 20 kg-capacity	1	2,249.00	2,249.00
	pc.	Aluminum kitchen cabinet	1	5,994.00	5,994.00

(Total Amount in Words) Sixty seven thousand four hundred seventy six pesos only. P 67,476.00

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:

Very truly yours,

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.: _____

Certified Correct:

Secretary to the Sanggunian

Date