PURCHASE ORDER

CITY OF CALAPAN

SV/PO

Supplier: SAPPHIRE DESIGNS PRINTING SERVICES	P.O. No.:
Address: CALAPAN CITY	Date:
	Mode of Procurement: Small Value
TIN:	PR No./s: 1863

Gentlemen:

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

Place of Delivery: CITY COLLEGE	Delivery Term: FOB Destination
Date of Delivery: within 7days upon reciept of P.O.	Payment Term: N/60

Stock/ Property No.	Unit	Descriprtion	Quantity	Unit Cost	Amount
1	pcs	**Literary Folio**	70	2,540.00	177,800.00
		A5 paper, 150 pages, C2S 80 lbs			-
		Full color, back to back			-
		Perfect binding with plastic lamination cover			-
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					177,800.00

(Total Amount in Words) One hundred seventy seven thousand eight hundred pesos.

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:

JENESA CUNA

SAPPHIRE DESIGNS 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: