

# PURCHASE ORDER

## CITY OF CALAPAN

Supplier: <u>LEONG GENERAL MERCHANDISE</u>	P.O. No.: _____
Address: <u>Brgy. Zone II, Poblacion Pinamalayan</u>	Date: _____
TIN: <u>253-920-850-000</u>	Mode of Procurement: <u>small value</u>
	PR No./s: <u>197</u>

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

Place of Delivery: <u>CTCAO</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
1	pcs	<b>For Grand KALAP Concert in Calapan City 2024 - March 21,2024</b> Tent Rental 3 x 3 m	1	4,450.00	89,000.00
<b>(Total Amount in Words) Eighty Nine Thousand Pesos Only.</b>					<b>89,000.00</b>

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:

*Ronald King*  
\_\_\_\_\_  
Signature over Printed Name of Supplier

Very truly yours,

**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