

PURCHASE ORDER

CITY OF CALAPAN

Supplier: <u>MARC JILL GENERAL MERCHANDISE</u>	P.O. No.: <u>0796</u>
Address: <u>Calapan City</u>	Date: <u>06-28-24</u>
TIN: <u>134-914-104-000</u>	Mode of Procurement: _____
	PR No./s: <u>0889</u>

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

Place of Delivery: <u>PDAO</u>	Delivery Term: <u>FOB Destination</u>
Date of Delivery: <u>within 7 days upon receipt of P.O.</u>	Payment Term: _____


Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	pc	Office laptop Core 15 8GB Memory 512 GB SSD 15.6 FHD -IPS Windows 11 MS Office H&S with Video Graphics Card	1	58,500.00	58,500.00

PESO: Fifty eight thousand five hundred only. **58,500.00**

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

 Date


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:

Secretary to the Sanggunian

Date