

PURCHASE ORDER
CITY OF CALAPAN

Supplier: NEW ISLAND ENTERPRISES	P.O. No.: <u>0903</u>
Address: CALAPAN CITY	Date: <u>06-26-24</u>
TIN: 194-599-780-002	Mode of Procurement: SMALL VALUE
	PR No./s: 0846

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

Place of Delivery: CITY GOVERNMENT OF CALAPAN	Delivery Term: FOB Destination
Date of Delivery: within thirty (30) days upon receipt of P.O.	Payment Term: N/60

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
113	pcs	Permanent Marker, fine, blue	9	54.80	493.20
114	pcs	Permanent Marker, broad, black	35	59.80	2,093.00
115	pc	Permanent Marker, broad, blue	1	59.80	59.80
116	packs	Photo Paper, glossy, A4, 20's	6	149.50	897.00
117	packs	Photo Paper, high gloss, A4, 20's	5	149.50	747.50
118	packs	Photo Paper, matte, A4, 20's	5	119.50	597.50
119	pcs	Plaque, 8.5 x 11	5	149.50	747.50
120	pads	Post-it note pad, 1x1.5	15	29.90	448.50
121	pads	Post-it notepad, 3x3	14	49.80	697.20
122	bx	Push pin	6	29.90	179.40
123	pack	PVC Cover, long, plastic	1	499.00	499.00
124	packs	PVC label leaf index sticker 1.2 cm x 4.5 cm	5	54.80	274.00
125	pcs	Record book, regular size, 150p	20	69.80	1,396.00
126	pcs	Record book, regular size, 300p	20	119.80	2,396.00
127	pcs	Record book, regular size, 500p	30	149.80	4,494.00
128	pc	Refill for mechanical pencil, 0.5	1	99.50	99.50
129	pc	Refill for mechanical pencil, 0.7	1	99.50	99.50
130	pcs	Ribbon for typewriter, black	7	39.90	279.30
131	bx	Rubber band, miki size, big box	6	324.50	1,947.00
132	bx	Rubber band, regular size, big box	3	319.50	958.50
133	pcs	Ruler, 12", plastic	6	39.50	237.00
134	pcs	Ruler, 12", stainless	2	249.00	498.00
135	pcs	Scissors, stainless, HD	4	149.50	598.00
136	bx	Sign pen, 0.5, black	18	419.50	7,551.00
137	bx	Sign pen, 0.5, blue	4	419.50	1,678.00
138	bx	Sign pen, 0.5, sky blue	3	419.50	1,258.50
139	bx	Sign pen, 0.5, violet	3	419.50	1,258.50
140	bx	Sign pen, 0.5, green	6	419.50	2,517.00
Sub-Total 5					34,999.40

(Total Amount in Words):

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 items.

Conforme:


NEW ISLAND ENTERPRISES
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:

_____ Secretary to the Sanggunian

_____ Date