

# PURCHASE ORDER

## CITY OF CALAPAN

Supplier: <b>MENTORS GENERAL MERCHANDISE</b>	P.O. No.: <u>0962</u>
Address: <b>MARKET SITE, BARANGAY POBLACION, BACO</b>	Date: <u>07.15.24</u>
TIN: 304 - 587 - 416	Mode of Procurement: <u>Small Value</u>
	PR No./s: <u>0992</u>

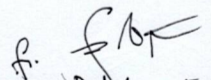
Gentlemen:  
Please furnish this Office the following articles subject to the terms and conditions contained herein:


Place of Delivery: <u>City Government of Calapan</u>	Delivery Term: <u>FOB Destination</u>
Date of Delivery: <u>within seven (30) days upon receipt of P.O.</u>	Payment Term: <u>N/60</u>

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	pc.	LAPTOP COMPUTER Laptop Operating System Windows 11 Home Processor: Intel® Core™ i5-13500HX Memory: 16GB DDR5 Display: 16" WUXGA165Hz IPS Graphics: GeForce RTX™ 4060 Storage: 512GB M.2 PCIe NVMe SSD Office: MS Office Home and Student 2021	1	99,800.00	99,800.00

**(Total Amount in Words) EIGHTY EIGHT THOUSAND FIVE HUNDRED PESOS 99,800.00**

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:  
  
**MARLON DELFIN ENRIQUEZ**  
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

\_\_\_\_\_ Date