

# PURCHASE ORDER

## CITY OF CALAPAN

Supplier: <u>LYNBERT'S ENTERPRISES</u>	P.O. No.: _____
Address: <u>Calapan City</u>	Date: <u>05.16.24</u>
TIN: <u>269-006-735-000</u>	Mode of Procurement: <u>SMALL VALUE</u>
	PR No./s: _____


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


Place of Delivery: <u>CGC</u>	Delivery Term: <u>FOB Destination</u>
Date of Delivery: <u>within 7 days upon delivery of receipt</u>	Payment Term: <u>N/60</u>

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	units	Stand Fan, 16" blade 3 speed with oscillation	62	1,490.00	92,380.00
					<b>92,380.00</b>

**(Total Amount in Words) Ninety two Thousand three Hundred eighty Pesos Only**

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.

  
**LYNBERT'S ENTERPRISES**  
 Signature over Printed Name of Supplier  
 \_\_\_\_\_  
 Date

Very truly yours,  
  
**MARLOU 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