

**PURCHASE ORDER**  
**CITY OF CALAPAN**

|                                       |                                      |
|---------------------------------------|--------------------------------------|
| Supplier: <u>PYEZA MASTER TRADING</u> | P.O. No. <u>1503</u>                 |
| Address: <u>Calapan City</u>          | Date: <u>10 - 07 - 24</u>            |
| TIN: <u>205-707-998-000</u>           | Mode of Procurement: <u>Shopping</u> |
|                                       | PR No./: <u>1503</u>                 |

Gentlemen:

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

|   |                                       |
|---|---------------------------------------|
| Place of Delivery: <u>Liga ng mga Barangay</u>              | Delivery Term: <u>FOB Destination</u> |
| Date of Delivery: <u>within 7 days upon receipt of P.O.</u> | Payment Term: <u>N/60</u>             |

| Stock/<br>Property No. | Unit | Description           | Quantity | Unit Cost | Amount           |
|------------------------|------|-----------------------|----------|-----------|------------------|
| 1                      | pcs  | Tires 205 65 R15      | 4        | 8,500.00  | 34,000.00        |
| 2                      | pc   | Wiper blade           | 1        | 1,500.00  | 1,500.00         |
| 3                      | pc   | Hood lid cover        | 1        | 3,500.00  | 3,500.00         |
| 4                      | pc   | Gas cover cable       | 1        | 1,800.00  | 1,800.00         |
| 5                      | pc   | Clock spring          | 1        | 3,500.00  | 3,500.00         |
| 6                      | pc   | Back door stay        | 1        | 3,500.00  | 3,500.00         |
| 7                      | pc   | Hood stand            | 1        | 1,500.00  | 1,500.00         |
| 8                      | pc   | Back glass w/ install | 1        | 12,500.00 | 12,500.00        |
| <b>TOTAL</b>           |      |                       |          |           | <b>61,800.00</b> |

**(Total Amount in Word): Sixty-one thousand eight hundred pesos**

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:

  
PYEZA MASTER TRADING  
 Signature over Printed Name of Supplier  
 \_\_\_\_\_  
 Date

Very truly yours,

  
**ROMMEL A. IGNACIO**  
 City Vice 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