

PURCHASE ORDER

CITY OF CALAPAN

Supplier: THREE DRAGONS NON-SPECIALIZED WHOLESALE TRADING	P.O. No.: <u>1752</u>
Address: <u>255 Sunkist St., Lalud, Calapan City</u>	Date: <u>11-18-24</u>
TIN: <u>128-807-277-000</u>	Mode of Procurement: <u>Small Value</u>
Gentlemen:	PR No./s: <u>1934</u>

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
1	pc	Anti Virus (3 users)	2	3,598.00	7,196.00
2	spindle	CD RW	1	1,198.00	1,198.00
3	spindle	CD R	1	1,048.00	1,048.00
4	pc	Computer mouse, wireless	1	798.00	798.00
5	pc	Computer mouse, USB	1	538.00	538.00
6	pc	Computer Printer Refill MX 397 (740-741)	1	2,398.00	2,398.00
7	bxs	Continous Paper, 3 ply, carbonless (9.5 x 11)	5	1,570.00	7,850.00
8	pcs	Computer Ribbon Epson LX 310	5	198.00	990.00
9	pcs	Computer Ribbon Epson LQ 310	10	248.00	2,480.00
10	pcs	Hard drive, SSD, 1TB	6	4,798.00	28,788.00
11	btls	Ink refill for Epson 003, black	60	418.00	25,080.00
12	btls	Ink refill for Epson 003, cyan	19	418.00	7,942.00
13	btls	Ink refill for Epson 003, magenta	18	418.00	7,524.00
14	btls	Ink refill for Epson 003, yellow	18	418.00	7,524.00
15	btls	Ink refill for Epson 664, black	20	418.00	8,360.00
16	btls	Ink refill for Epson 664, cyan	5	418.00	2,090.00
17	btls	Ink refill for Epson 664, magenta	5	418.00	2,090.00
18	btls	Ink refill for Epson 664, yellow	6	418.00	2,508.00
19	btls	Ink refill for Epson 774, black	1	398.00	398.00
20	btls	Ink refill for Brother BT D60, black	36	838.00	30,168.00
21	btls	Ink refill for Brother BT 5000, cyan	21	838.00	17,598.00
22	btls	Ink refill for Brother BT 5000, magenta	23	838.00	19,274.00
23	btls	Ink refill for Brother BT 5000, yellow	27	838.00	22,626.00
24	btl	Ink refill for Brother BT 6000, black	1	838.00	838.00
25	set	Ink - 100ml pigment ink 4 colors	1	739.00	739.00
26	btls	Ink for numbering machine, stamp	2	98.00	196.00
Sub-Total 1					208,239.00

(Total Amount in Words)	
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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:

Ellen Jane Lanot

THREE DRAGONS NON-SPECIALIZED WHOLESALE TRADING

Signature over Printed Name of Supplier

Date

Very truly yours,

MariLou E. Morillo
MARILOU E. 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

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Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
27	pc	Ink refill for Canon, black	1	718.00	718.00
28	pc	Ink refill for Canon, yellow	2	718.00	1,436.00
29	box	Ink Refill for HP, cyan (GT53)	1	514.00	514.00
30	box	Ink Refill for HP, magenta (GT53)	1	514.00	514.00
31	box	Ink Refill for HP, yellow (GT53)	1	514.00	514.00
32	unit	Internet router	1	3,998.00	3,998.00
33	pc	Plotter Ink 711 - Black	1	3,508.00	3,508.00
34	pc	Plotter Ink 711 - Yellow	1	3,058.00	3,058.00
35	pc	Plotter Ink 711 - Magenta	1	3,058.00	3,058.00
36	btls	Toner refill for photocopier	2	1,798.00	3,596.00
37	btls	Universal ink, 100ml, black	10	130.00	1,300.00
38	btls	Universal Ink, 1000 ml, Black	2	958.00	1,916.00
39	btl	Universal Ink, 1000 ml, Cyan	1	958.00	958.00
40	btl	Universal Ink, 1000 ml, Yellow	1	958.00	958.00
41	btl	Universal Ink, 1000 ml, Magenta	1	958.00	958.00
42	units	Uninterrupted Power Supply, 650 VA	2	3,598.00	7,196.00
43	units	Uninterrupted Power Supply, 750 VA	3	4,798.00	14,394.00
44	pcs	USB flash drive, 16 gb	2	478.00	956.00
45	pcs	USB flash drive, 32 gb	2	634.00	1,268.00
46	pcs	USB flash drive, 64 gb	2	758.00	1,516.00
47	pc	Usb port	1	683.00	683.00
Sub-Total 2					53,017.00
Sub-Total 1					208,239.00
TOTAL					261,256.00

(Total Amount in Words)	Two hundred sixty one thousand two hundred fifty six pesos only	
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Ellen Jane Lanot
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