

# PURCHASE ORDER

## CITY OF CALAPAN

Supplier	: <b>THREE DRAGONS NON-SPECIALIZED WHC</b>	P.O No.	: <u>2478</u>
Address	: <u>LALUD, CALAPAN CITY</u>	Date	: <u>12.12.24</u>
TIN	: <u>128-807-277-000</u>	Mode of Procurement	: <b>shopping</b>
		PR No./s:	: <u>2038</u>

Gentlemen:

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

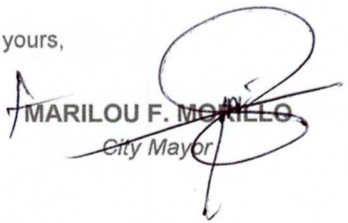
Place of Delivery : <u>CHSD</u>	Delivery Term: <b>FOB Destnation</b>
Date of Delivery : <u>within 30 days upon receipt of P.O.</u>	Payment Term: <b>N/60</b>

Stock/ Property No.	UNIT	ITEM & DESCRIPTION	QTY.	UNIT COST	TOTAL COST
1	bxs	Linen paper cream (long)	5	4,156.70	20,783.50
2	bxs	Linen paper cream (short)	4	3,885.00	15,540.00
3	bxs	Linen paper green (long)	3	1,098.00	3,294.00
4	reams	Riso Printing (Sanitary Permit, HC/MC, Order of Payment)	16	1,098.00	17,568.00
5	bxs	Ballpen black (50's)	6	448.00	2,688.00
6	rms	Carbon paper (blue)	1	924.90	924.90
7	ltr	Continuous Ink (black)	1	1,498.00	1,498.00
8	sets	Continuous ink (BMCY)	3	1,198.00	3,594.00
9	box	Pentel pen (black)	2	648.00	1,296.00
<b>TOTAL</b>					<b>67,186.40</b>


**(Total Amount in Words):** **Sixty seven thousand one hundred eighty six pesos and 40/100.**

In case of failure to make the full delivery within the specified above, a penalty of one - tenth ( 1/10 ) of one ( 1 ) percent for every day of delay shall be imposed on the undelivered items.

Very Truly yours,

  
**MARILOU F. MONELLO**  
 City Mayor

Conforme:

  
THREE DRAGONS NON-SPECIALIZED WHOLESALE TRADING  
 Signature Over Printed Name of Supplier  
12.12.24  
 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: \_\_\_\_\_ Date: \_\_\_\_\_

Secretary to the Sanggunian