

# PURCHASE ORDER

## CITY OF CALAPAN

Supplier: <u>THREE DRAGONS NON-SPECIALIZED WHOLESALE TRADING</u>	P.O. No.: <u>2579</u>
Address: <u>LALUD CALAPAN CITY</u>	Date: <u>12-27-24</u>
TIN: <u>128-807-227</u>	Mode of Procurement: <u>SHOPPING</u>
	PR No./s: <u>2008</u>

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

Place of Delivery: <u>Serbisyong TaMa Center</u>	Delivery Term: <u>FOB Destination</u>
Date of Delivery: <u>W/in seven 7 days upon receipt of PO</u>	Payment Term: <u>N/60</u>

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
1		Plastic storage box with wheel white or transparent 120-liter capacity	2	948.00	1,896.00
2		Book paper,sub 20,70g/m2,long	45	288.00	12,960.00
3		Book paper,sub 20,70g/m2,short	25	268.00	6,700.00
4		Ballpen with strings	50	63.00	3,150.00
5		Tissue paper,interfolded, 1 ply pull	40	73.00	2,920.00
6		Tape, 2" masking, transparent	20	63.00	1,260.00
7		Staple wires	4	63.00	252.00
8		Correction tape	30	43.00	1,290.00
9		Alcohol spray,500ml big	50	178.00	8,900.00
10		Disposable facemask,FDA-Approved,50s	50	248.00	12,400.00
11		Permanent marker,fine,black	25	53.00	1,325.00
12		Ink refill,LC673	4	553.00	2,212.00
13		Standee,butterfly	2	848.00	1,696.00
<b>PAYABLE</b> <b>CAIAD</b>					<b>56,961.00</b>

**(Total Amount in Words) Fifty six thousand nine hundred sixty one 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.

Conforme:

Very truly yours,

*Ellen Jane Lahot*  
Ellen Jane Lahot

\_\_\_\_\_  
Signature over Printed Name of Supplier

*MARILOU F. MORILLO*  
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