# PURCHASE ORDER

Tabaco City

*LGU*

| Supplier | MACOPA OFFICE SUPPLIES & EQUIPMENT TRADING | | | P.O No.: | 21-07-6618 |
|---|---|---|---|---|---|
| Address | Tabaco City | | | Date: | JUL 1 5 2021 |
| | | | | Mode of Procurement: | Shopping |
| | | | | PR No./s | 21-06-1065 |

Gentlemen:

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

| Place of Delivery: | LGU-TABACO CITY - CITY ARCHITECT'S OFFICE | | | Delivery Term: | |
|---|---|---|---|---|---|
| Date of Delivery: | | | | Payment Term: | 3 weeks |

| Item No. | Qty | Unit | D E S C R I P T I O N | Unit Cost | Amount (Php) |
|---|---|---|---|---|---|
| 1 | 6 | pcs | BROTHER Ink LC565 Magenta XL, Ink Cartridge | 694.00 | 4,164.00 |
| 2 | 6 | pcs | BROTHER Ink LC565 Yellow XL, Ink Cartridge | 694.00 | 4,164.00 |
| 3 | 6 | pcs | BROTHER Ink LC565 Cyan XL, Ink Cartridge | 694.00 | 4,164.00 |
| 4 | 6 | pcs | BROTEHR Ink LC565 Black XL, Ink Cartridge | 1,198.50 | 7,191.00 |
| 5 | 28 | bottle | EPSON Ink T664 Black, 70ml | 247.50 | 6,930.00 |
| 6 | 16 | bottle | EPSON Ink T664 Magenta, 70ml | 277.50 | 4,440.00 |
| 7 | 16 | bottle | EPSON Ink T664 Cyan, 70ml | 277.50 | 4,440.00 |
| 8 | 16 | bottle | EPSON Ink T664 Yellow, 70ml | 277.50 | 4,440.00 |
| 9 | 1 | unit | Hard Drive, 1TB, 3.0 | 3,349.00 | 3,349.00 |
| | | | *****nothing-follows***** | | |
| | | | | Total | 43,282.00 |

REPUBLIC OF THE PHILIPPINES
OFFICE OF THE CITY AUDITOR
CITY OF TABACO
DATE RECEIVED: 7/15/21
RECEIVED BY:
TIME RECEIVED: 2:40

**Forty-Three Thousand, Two Hundred Eighty-Two 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

| CONFORME: | | Very Truly yours, | |
|---|---|---|---|
| HANS ALBERT B. GEROCHE | | CIELO KRISEL LAGMAN-LUISTRO | |
| *(Signature over printed name)* | | *City Mayor* | |
| *(Date)* | | | |

(In case of Negotiated Purchase pursuant to section 369 (a) of RA 7160, this portion must be accomplished.)

Approved per Sangguniang Resolution No.:

| | | | | Date: | |
|---|---|---|---|---|---|
| Certified Correct: | | | | | |
| | | *Secretary to the Sanggunian* | | | |