PURCHASE ORDER

Tabaco City
LGU

Supplier	**ALBAY COMPUTER & ELECTRONICS SUPPLIES & REPAIR**	P.O No.:	25-03-0209
Address	**QUEZON AVE., EXT., DINAGAAN LEGAZPI CITY**	Date:	MAR 12 2025
		Mode of Procurement:	**SHOPPING B**
		PR No./s	**25-02-0172**

Gentlemen:

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

Place of Delivery:	LGU-TABACO CITY - **GENERAL SERVICES OFFICE (GSO)**	Delivery Term:	10cd
Date of Delivery:		Payment Term:	3 weeks

Item No.	Qty	Unit	DESCRIPTION	Unit Cost	Amount (Php)
			Supply & Delivery of Various IT Supplies		-
1	20	cart	Toner for HP Printer/Photocopier	4,900.00	98,000.00
2	4	unit	3000W Voltage Regulator	14,500.00	58,000.00
3	3	unit	Windows 11 License Home 64 Bit Eng Intl 1pk DSP OEI DVD: Lifetime Validity	7,500.00	22,500.00
4	3	unit	Microsoft Office License Home and Student, Lifetime Validity	4,900.00	14,700.00
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				TOTAL	**193,200.00**

One Hundred Ninety Three Thousand Two 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

CONFORME: Very Truly yours,

Marilyn Lopez
Sr Sales Associate
Albay Computer (ACES)
(Signature over printed name)

CIELO KRISEL BURCE LAGMAN
City Mayor

(Date) 04-10-25

(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