MUNICIPALITY OF GINATILAN, CEBU
Standard Form Number SF-GOOD-58

Revised on: May 24, 2004
Standard Form Title: **Purchase Order**

Project Reference Number:
Name of Project:
Location of Project: *Ginatilan, Cebu*

PURCHASE ORDER

Municipality of Ginatilan
Procuring Entity

Supplier TOPTECH COMPUTER CENTER
Address CEBU, CITY
E-mail Address
Telephone No.
TIN

P.O No 100-25-05-032
Date 05-15-25
Mode of Procurement Negotiated

Gentlemen:

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

Place of Delivery Municipality of Ginatilan
Date of Delivery

Delivery Term
Payment Term

STOCK NO.	UNIT	ITEM DESCRIPTION	QTY	UNIT COST	TOTAL COST
1	bot.	INK REFILL, Epson L210 - T6641 black	12	350.00	4,200.00
2	bot.	INK REFILL, Epson L210 - T6642 cyan	4	350.00	1,400.00
3	bot.	INK REFILL, Epson L210 - T6643 magenta	4	350.00	1,400.00
4	bot.	INK REFILL, Epson L210 - T6644 yellow	4	350.00	1,400.00
5	bot.	INK REFILL, Epson 003 - black	66	350.00	23,100.00
6	bot.	INK REFILL, Epson 003 - Cyan	36	350.00	12,600.00
7	bot.	INK REFILL, Epson 003 - Magenta	37	350.00	12,950.00
8	bot.	INK REFILL, Epson 003 - Yellow	36	350.00	12,600.00
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AMOUNT IN WORDS:	TOTAL	PHP 69,650.00
Sixty Nine Thousand Six Hundred Fifty Pesos.		

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

Very truly yours,

ROY VINCENT P. SINSCO
Municipal Mayor

Conforme:

TOPTECH COMPUTER CENTER
Signature over Printed Name of Supplier

Date

OB R NO:
Amount Php