

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

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

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

PURCHASE ORDER

Municipality of Ginatilan
Procuring Entity

Supplier **TOPTECH COMPUTER CENTER**
Address **CEBU, CITY**

P.O No
Date
Mode of Procurement **Negotiated**

E-mail Address
Telephone No.
TIN
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	37	360.00	13,320.00
2	bot.	INK REFILL, Epson L210 - T6642 cyan	19	360.00	6,840.00
3	bot.	INK REFILL, Epson L210 - T6643 magenta	19	360.00	6,840.00
4	bot.	INK REFILL, Epson L210 - T6644 yellow	19	360.00	6,840.00
5	bot.	INK REFILL, Epson 003 - black	90	350.00	31,500.00
6	bot.	INK REFILL, Epson 003 - Cyan	26	350.00	9,100.00
7	bot.	INK REFILL, Epson 003 - Magenta	27	350.00	9,450.00
8	bot.	INK REFILL, Epson 003 - Yellow	26	350.00	9,100.00
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AMOUNT IN WORDS: Ninety Two Thousand Nine Hundred Ninety Pesos.	TOTAL	PHP 92,990.00
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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. SINGCO
Municipal Mayor

Conforme: 
TOPTECH COMPUTER CENTER
Signature over Printed Name of Supplier

Date

OB R NO:
Amount Php