

# PURCHASE ORDER

**ORMOC CITY**



ADMIN-BAC Form 8  
Rev. 2, Jan. 1, 2024

Reference # : 245154

Supplier **SHIFT TECH TRADING INC.**  
Address 1280 Bonifacio St(s), Brgy. West, Ormoc City  
Tel. # 053-561-7320/09053527621  
T.I.N. 010-120-177-000

Mode of Procurement :  
irvin.serolf26@gmail.com

P.O. # : 240294  
Date : **MAR 08 2024**  
**NEGOTIATED - SVP**  
P.R. # : 240423

Gentlemen :

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

Place of Delivery : **CITY ASSESSOR'S OFFICE** Delivery Term **30 CALENDAR DAYS**  
Contract Name : **PROCUREMENT OF FLASH DRIVES AND DRAFTING FILMS FOR THE CITY ASSESSOR'S OFFICE**

Date of Delivery :   /  /  

Payment Term

Item No.	Qty	Unit of Issue	Item Description	Estimated Unit Cost	Estimated Cost
*	<i>Balance Forwarded &gt;&gt;&gt;</i>				
1	5.	unit	Flash Drive 64GB (unit) 64GB USB Flashdrive NOTE : ALL IT RELATED ITEMS ABOVE MUST BE DELIVERED IN COMPLIANCE WITH THE REQUIRED TECHNICAL SPECIFICATION OR ITS EQUIVALENT OR HIGHER ANS MUST BE COMPATIBLE WITH THE EXISTING LGU SYSTEMS AND WITH WARRANTY OFFER: KINGSTON 64GB USB FLASHDRIVE	1,000.00	5,000.00
2	24.	roll	Drafting Film FILM ROLL 24"X20M 100 MICRONS 2" CORE  OFFER: DRAFTING FILM (MYLAR FILM ROLL 24"X20M 100 MICRONS 2" CORE)  -x-x-x-x-NOTHING FOLLOWS-x-x-x-x-	6,500.00	156,000.00
One Hundred Sixty One Thousand Pesos Only				<b>TOTAL (Cost as Calculated)&gt;&gt;&gt;</b>	<b>161,000.00</b>
				<b>As READ &gt;&gt;&gt;</b>	<b>161,000.00</b>

When the Supplier fails to satisfactory deliver any or all of the Goods and/or perform the Services within the specified delivery schedule, inclusive of duly, inclusive of duly granted time extensions, if any, the supplier shall be liable for damages for the delay and shall pay liquidated damages, not by way of penalty, an amount equal to one tenth (1/10) of one percent (1%) of the cost of the delayed goods scheduled for delivery for every day of delay until such goods are finally delivered and accepted. In case the total sum of liquidated damages reaches ten percent (10%) of the total contract price, the Procuring Entity concerned may rescind the contract and impose appropriate sanctions over and above the liquidated damages to be paid. (GPPB Res. No. 02-2020)

Conforme:

*[Signature]*  
**SHIFT TECH TRADING INC.**

(Signature over printed name) 4/8/24

(Date)

Very truly yours,

*[Signature]*  
**LUCY TORRES GOMEZ**  
City Mayor  
(Authorized Official)