



**PURCHASE ORDER**  
Municipal Government of Santa Fe, Romblon  
LGU

| Supplier : <b>S.I.G.E. TRADING</b><br>Address : <b>Guinbiravan, Santa Fe, Romblon</b><br>TIN : _____  |      |   | P.O. No. : <b>2023-09-0111 (Lot 3)</b><br>Date : <b>September 13, 2023</b><br>Mode of Procurement : <b>Public Bidding</b><br>PR No./s : <b>2023-07-0156</b>  |           |                  |
|---|------|---|--|-----------|------------------|
| Gentlemen:<br>Please furnish this Office the following articles subject to the terms and conditions contained herein:   |      |   |  |           |                  |
| Place of Delivery : <b>Municipal Hall - Poblacion, Santa Fe, Romblon</b><br>Date of Delivery : <b>Within 30 Working Days Upon the Receipt of NTP</b>  |      |   | Delivery Term : <b>Municipal Hall</b><br>Payment Term : <b>Check</b>   |           |                  |
| Property No.  | Unit | Description   | Quantity   | Unit Cost | Amount           |
| <b>MADE TO ORDER BUILT-IN CABINETS MADE OF ¾" THICK PLYBOARD BRACES; ¾" THICK PLYWOOD END PANELS; ¾" THICK PLYWOOD FACE FRAME; ¾" THICK PLYWOOD FLOOR PANEL; ¾" THICK PLYBOARD CAPTURED FLOOR; AND ¾" THICK PLYWOOD CAPTURED TOE KICK with the following size/dimensions:</b> |      |   |  |           |                  |
| 2023-07-010-0033-1201   | unit | <b>BUILT-IN CABINET NO.1</b><br>➤ 350cm x 270cm x 40cm sized cabinets<br>➤ With 9 compartments (dimensions are indicated to the attached layout)<br>➤ Finished with QDE brown colored paint<br>➤ Including delivery and installation  | 2  | 21,500.00 | 43,000.00        |
| 2023-07-010-0034-1201   | unit | <b>BUILT-IN CABINET NO.2</b><br>➤ 230cm x 270cm x 40cm sized cabinets<br>➤ With 10 compartments (dimensions are indicated to the attached layout)<br>➤ Finished with QDE brown colored paint<br>➤ Including delivery and installation | 2  | 19,800.00 | 39,600.00        |
| <b>(Total Amount in Words): EIGHTY TWO THOUSAND SIX HUNDRED PESOS</b>   |      |   |  |           | <b>82,600.00</b> |
| 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 on the undelivered item/s.   |      |   |  |           |                  |
| Conforme:   |      |   | Very truly yours,  |           |                  |
| <br><b>S.I.G.E. TRADING</b><br>Signature over Printed Name of Supplier<br>_____<br>Date  |      |   | <br><b>ELSIE D. VISCA</b><br>Signature over Printed Name of Authorized Official<br>Municipal Mayor<br>Designation |           |                  |
| (In case of Negotiated Purchase pursuant to Section 369 (a) of RA 7160, this portion must be accomplished.)   |      |   |  |           |                  |
| Approved per Sanggunian Resolution No.: _____   |      |   |  |           |                  |
| Certified Correct:  |      |   |  |           |                  |
| N/A   |      |   |  |           |                  |
| Secretary to the Sanggunian   |      |   | Date   |           |                  |