



Republic of the Philippines
METROPOLITAN NAGA WATER DISTRICT
 43 Miranda Avenue, Concepcion Despuerta, Naga City 6011

PURCHASE ORDER

Supplier: APU PRODUCTION UNIT, INC.	PO No.: 25-11-0294
Address: QUIZON CITY	Date: November 3, 2025
TIN:	P.O. No.: 25-10-0379
Mode of Procurement: AGENCY-PO-AGENCY	Date: October 3, 2025

COPY

Conditions: Please refer to the following terms and conditions contained herein:

Place of Delivery: FOR MNWD, Naga City	Payment: <input type="checkbox"/> Deposit with Bank (charge of P. Order for Landbank Account)
Time of Delivery: Thirty (30) Calendar Days upon receipt of ATP 7	<input type="checkbox"/> Deposit to other Bank Accounts
Mode of Payment: Cheque	<input type="checkbox"/> Pick-up
Payment Terms: Thirty (30) Calendar Days upon completion	

Item No.	Brand No.	Type	Description	Quantity	Unit Cost	Amount
1	000007	pad	SERVICE INVOICE (PAIDED) Quantity: 240 pads Size: 7 1/2" x 4 1/2" Paper Stock: Carbonless Paper-White and Colored (White, Yellow and Pink) Color: Orig. 20% security features (Special Color) Cps. 1st (Black Ink) Binding: Padlets (Sheet) pad 3 ply Emboss: With numbering, stored ink Serial No.: 202401-200432	240	427.08	102,500
2	000004	wt	SERVICE INVOICE - CONTINUOUS FORM Quantity: 120 boxes or 900,000 sets Size: 4 1/2" x 4 1/2" Paper Stock: Carbonless Paper-White and Colored (White and Green) Color: Orig. 20% security features (Special Color) Cps. 20 Binding: Continuous Form (Space and 1000 sheets) 3 ply Emboss: With numbering in red ink, with asterisks Serial No.: 11250001 - 12050001 Warranty: None Purpose: For Office Use. To be carried on stock. Department: ASC-CSP4442	120 boxes	1,025.00	123,000

ONE MILLION NINE HUNDRED FORTY FOUR PESOS ONLY

TOTAL # 1,000,500

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

Customer: **Atty. Gil Carlos R. Puyat** (Signature) **RESIDENT**
 Signature used: President, Naga City
 Date: **11-17-25**
 Department Manager: **JON LOUIE S. SANCHEZ**

Funds Available: **MARIA CYRIL A. CARRILERO** (Signature)
 Cashier Services Chief B / CSM, Division Manager - FMB1
 Approved by: **EMILIA A. CUYO** (Signature)
 Authority Delegated by the DCPS per BAC Res. 001 S. 2021