



PURCHASE ORDER

Republic of The Philippines
 City Government of Tacloban
 Kanhuraw Hill, Tacloban City 6500
 Tel. Nos. 325-4053

OFFICE
RECEIVED
 TIME: 1:55
 DATE: 4-16-21

Supplier: **JANNYLYN ENTERPRISES**
 Address: **UGSAD, MARASBARAS, BRGY.79, TACLOBAN CITY**
 Tel./Fax No.:
 TIN:
 Supplier is: () Manufacturer () Exclusive Distributor
 Registered: () SEC () DTI

P.O. No.: 229-04-21
 Date: 04-16-21
 Mode of Procurement: **SHOPPING B**

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

Place of Delivery: **City General Services Office**
 Date of Delivery:
 Delivery Term:
 Payment Term:

Stock No.	Item No.	Unit	Description	QTY	Unit Cost	Amount
			CASSO 2021-269			
	1	btl.	Special Ink for Rubber Stamp,30ml	5	38.00	190.00
	2	bundle	Folder,Fancy,for A4 size document,100/pack	1	668.00	668.00
	3	bundle	Folder,Fancy for legal size document , 100/pack	2	696.00	1,392.00
	4	reams	Paper,Multipurpose, 70gsm size,210mm x 297mm A4	50	324.00	16,200.00
	5	reams	Paper, Multicopy,80gsm size"Legal size	30	384.00	11,520.00
	6	book	Record book,300 pages,size 214mm x 278mm	15	114.00	1,710.00
	7	book	Record Book 500 pages, size 214mm x278mm	10	144.00	1,440.00
	8	box	Staple wire for heavy duty staples (26/6)	3	45.00	135.00
	9	box	Staple wire for heavy duty staples (26/6)	5	34.00	170.00
	10	roll	Tape Transparent ,width 24mm (#1mm) 1"	5	49.00	245.00
	11	roll	Tape Masking width, 48mm (#1mm)2'	1	120.00	120.00
	12	box	Rubber bans, 70mm min.lay flat length (#18)	6	34.00	204.00
	13	pcs	Correction Tape, film base type UL 6mm min	5	23.00	115.00
	14	box	Paper Clip vinyl/plastic coat length 32mm	5	27.00	135.00
	15	box	Paper Clip vinyl/ plastic coat length 50mm	5	485.00	2,425.00
	16	reams	Bond Paper A3,80gsm	3	42.00	126.00
	17	box	Paper Fastener 25mm (plastic), 50 sets/box	3	85.00	255.00
	18	pad	Paper Yellow Pad,100 leaves 60gsm	5	86.00	430.00
	19	box	Pen- Ballpen,black 0.5mm, 12's/box	2	85.00	170.00
	20	pcs	Pen-Sign Pen (Black),0.7mm	5	120.00	600.00
	21	box	Pencil #1,12 pcs /pack	2	180.00	360.00
	22	pcs	Broom,soft (tamboo)	1	45.00	45.00
	23	pcs	Broom,stick (ting-ting),usable length:760mm	1	174.00	174.00
	24	pcs	Dust pan non rigid plastic w/ detachable handle	2	275.00	550.00
	25	pcs	Mophead made of rayon,weight 400grms	2	858.00	1,716.00
	26	pack	Trashbag, GPP,black,940mm x1016mm, 100pack	2	858.00	1,716.00
		pcs	Filer-Filer (FAAS & Tax Declaration)	50	168.00	8,400.00
				TOTAL AMOUNT		49,495.00
				1%		494.95
				5%		2,474.75

nothing follows

Total Amount in Words = Forty- Nine Thousand Four Hundred Ninety- Five Pesos and 00/100 only.....

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.

Conforme:
Jannylyn GO DELIMA
 Signature over Printed Name of Supplier

Very truly yours,
 BY THE AUTHORITY OF THE CITY MAYOR:
ATTY. ANNALIZA A. QUILOPE
 OIC-CITY ADMINISTRATOR
HON. ALFRED S. ROMUALDEZ
 City Mayor

Date:
 Funds Available:
SALVADOR A. ABINA, JR.
 City Accountant

BUR NO./Obr No.:
 Date: 4-20-21
 Amount: 49,495.00
 100/ 502-07-010