



OT-2/13

PURCHASE ORDER

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

RECEIVED
TIME: 3:25
DATE: 5-11-21

Supplier: BYO COPY TRADING & ENT. CORP.	P.O. No.: 304-05-21
Address: QUARRY SALAZAR STS., BRGY 44-A TACLOBAN CITY	Date: 05-11-21
Tel./Fax No.: 325-6496	Mode of Procurement: SHOPPING B
TIN:	
Supplier is: () Manufacturer () Exclusive Distributor	
Registered: () SEC () DTI	

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

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

Stock No.	Item No.	Unit	Description	QTY	Unit Cost	Amount
LOT 3			CSWDO 2021-353			
	1	cart	Toner- Canon OPT-12A	3	3,300.00	9,900.00
nothing follows						
				TOTAL AMOUNT		9,900.00
				1%		99.00
				5%		495.00

Total Amount in Words = Nine Thousand Nine Hundred 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:

MELAN G. CUMAS
Signature over Printed Name of Supplier

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

Date

Funds Available:

SALVADOR A. ABINA, JR.
City Accountant

BUR NO./ObR No.:

Date: 5-12-21

Amount: ₱ 9,900.00

101/5-12-99-990-60