



OT-307

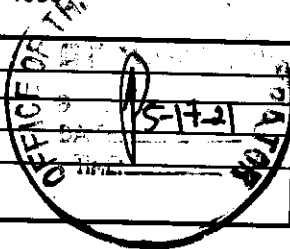
PURCHASE ORDER

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

ACCOUNTANT OFFICE
RECEIVED
TIME: 9:45
DATE: 5-11-21

Supplier: **HANZ GRAPHICS & DIGITAL IMAGING CENTER**
Address: **J ROMUALDEZ ST. BRGY. 14 TACLOBAN CITY**
Tel./Fax No.: **325-6496**
TIN: _____
Supplier is: () Manufacturer () Exclusive Distributor
Registered: () SEC () DTI
Gentlemen: _____

P.O. No.: **298-OT-21**
Date: **05-11-21**
Mode of Procurement: **SHOPPING B**



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			IASO 2021-326			
	1	ream	Bond Paper ,Long 80 gsm	5	279.00	1,395.00
	2	ream	Bond Paper, A4 80gsm	5	269.00	1,345.00
	3	pack	Sticker Paper,A4 10's/pack	3	52.00	156.00
	4	pads	Note Pad ,Stick on,76mm x 76mm (3"x3")	3	34.00	102.00
	5	pack	Folder White,Legal Size,100's/pack	1	590.00	590.00
	6	set	Marker,Flourescent,3 Assorted Colors per set	1	103.00	103.00
	7	pc	Marker Permanent Bullet Type, Black	10	40.00	400.00
	8	pc	Sign Pen Black, Liquid gel Ink,0.5mm, Needle tip	10	29.00	290.00
	9	box	Paper Clip ,Vinyl/Plastic Coat,Length, 48mm	2	29.00	58.00
	10	box	Paper Clip Vinyl/Plastic Coat Length, 50mm 120 gms (Jumbo)	2	35.00	70.00
	11	pc	Data Folder made of Chipboard,taglia Lock, Long	8	216.00	1,728.00
	12	btl	Stamp Pad Ink, Black	1	34.00	34.00
	13	pack	Carbon Film, PE, Black size 216 x 330mm 100 sheets/ pack	2	216.00	432.00
	14	roll	Tape, Transparent Tape 1"	3	31.00	93.00
	15	roll	Tape Transparent Tape 2"	3	74.00	222.00
	16	roll	Tape Transparent Tape 3"	3	74.00	222.00
	17	roll	Tape Masking Tape 3"	3	79.00	237.00
	18	box	Fastener, Plastic 25mm, 50 sets/box	2	29.00	58.00
	19	pc	Correction Tape, Film Base Type,UL 6m min 5mm	8	32.00	256.00
	20	pad	Paper, Pad, Yellow Pad, 80 leaves	1	32.00	32.00
	21	pc	Sign Pen Black, 1.0mm Gel Impact	5	149.00	745.00
	22	box	Pen, Ballpen, Black, 0.5mm 12's/box	2	74.00	148.00
	23	box	Pen, Ballpen Black,0.5mm 12's/box	2	74.00	148.00
	24	box	Color No 18 Big Box, Rubber Band	1	249.00	249.00
	25	pack	Paper Photo Paper,A4 Matte,10 pcs/pack	2	53.00	106.00
	26	pack	battery AA4, 4pcs/pack	1	149.00	149.00
	27	pack	Battery AAA,4 pcs/pack	1	149.00	149.00
	28	pad	Daily Time Record (DTR)	1	29.00	29.00
.....nothing follows				TOTAL AMOUNT		9,546.00

1% 95.46
5% 477.30

Total Amount in Words = Nine Thousand Five Hundred Forty-Six 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: DEANNE S. ULVAFRANCA
Signature over Printed Name of Supplier

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

Date

Funds Available: SALVADOR A. ADINA, JR
City Accountant

BUR NO./ObR No.: _____
Date: 5-12-21
9,546.00
100/5-02-07-010