



PURCHASE ORDER

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

9:15
 8-17-21

Supplier : JO OFFICE SUPPLIES TRADING	P.O. No.: <u>109-08-21</u>
Address : <u>EXT., KASSEL HOMES, BRGY. 71, TACLOBAN CITY</u>	Date : <u>08-16-21</u>
Tel./Fax No.: <u>325-6496</u>	Mode of Procurement: SHOPPING
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 1						
CSWDO 2021-646						
	1	ream	Paper Multicopy, 80gsm, size: 210mm x 297mm	8	310.00	2,480
	2	ream	Paper Multicopy, 80gsm, size: 216mm x 330mm	5	323.00	1,615
	3	ream	Paper Multipurpose ,A4 70gsm	5	322.00	1,610
	4	ream	Paper Multipurpose, legal 70gsm	9	344.00	3,096
	5	pcs	Certificate Holder Legal	25	125.00	3,125
	6	pcs	Certificate Holde A4	25	110.00	2,750
nothing follows						
				TOTAL AMOUNT		14,676
				1%		146
				5%		733

Total Amount in Words = Fourteen Thousand Six Hundred Seventy- 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:

 Signature over Printed Name of Supplier

 Date

Very truly yours,
 BY THE AUTHORITY OF THE CITY MAYOR
 ATTY. AT-LAW
HON. ALFRED S. ROMUALDEZ
 City Mayor

Funds Available:

SALVADOR A. ABINA, JR.
 City Accountant

BUR NO./ObR No.:
 Date: 8-17-21
 Amount: # 14,676.00
100/5-12-94-990-66