



**PURCHASE ORDER**

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



59-525

Supplier : <b>BXU COPY TRADING &amp; ENT. CORP.</b>	P.O. No.: <u>476-02-21</u>
Address : <u>QUARRY SALAZAR STS., BRGY 44-A TACLOBAN CITY</u>	Date: <u>08-25-21</u>
Tel./Fax No.: <u>325-6496</u>	Mode of Procurement: <b>SHOPPING B</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 : <b>City General Services Office</b>	Delivery Term :
Date of Delivery :	Payment Term:

Stock No.	Item No.	Unit	Description	QTY	Unit Cost	Amount
			<b>Description</b>			
			<b>CHO 2021-633</b>			
	1	cart	Toner Cartridge- Copier Machine DCS2011	10	4,000.00	40,000.00
			<b>***nothing follows***</b>			
<b>TOTAL AMOUNT</b>						<b>40,000.00</b>
1%						400.00
5%						2,000.00

Total Amount in Words = Forty Thousand **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:  
  
KRISTINA MAE N. ARAY  
 Signature over Printed Name of Supplier  
 \_\_\_\_\_  
 Date

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

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

BUR NO./ObR No.: \_\_\_\_\_  
 Date: 8/26/2021  
 Amount: ₱ 40,000  
100/5-02-03-010

