



**PURCHASE ORDER**

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

09-602

Supplier : <b>JANNLYN ENTERPRISES</b>	P.O. No.: <b>573 - 09 - 81</b>
Address : <b>UGSAD, MARASBARAS, BRGY.79, TACLOBAN CITY</b>	Date: <b>09 - 13 - 21</b>
Tel./Fax No.: <b>325-6496</b>	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 : <b>(COD) Cash on Delivery</b>	Payment Term:

Stock No.	Item No.	Unit	Description	QTY	Unit Cost	Amount
	50	bx	Pen,Ballpen, Blue, 0.5mm,12"s/box	10	84.00	840.00
	51	pc	Documentary Tray, 3 layers, plastic	3	680.00	2,040.00
	52	pack	Paper, Sticker,legal,10pcs/pack	50	75.00	3,750.00
	53	pack	Paper, Sticker,short 10pcs/pack	50	65.00	3,250.00
	54	pack	Paper, Board, legal,10pcs/pack	50	74.00	3,700.00
	55	pack	Paper, Blard, short,10 pcs/pack	50	62.00	3,100.00
<b>TOTAL AMOUNT</b>						<b>637,446.50</b>
						1% 6,374.47
						5% 31,872.33

Total Amount in Word= Six Hundred Thirty- Seven Thousand Four Hundred Forty- Six .Pesos and 50/100 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*  
**JANNLYN GO DELIMA**  
 Signature over printed Name of Supplier

Date \_\_\_\_\_

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

Funds available: *Salvador A. Abina, Jr.*  
**SALVADOR A. ABINA, JR.**  
 City Accountant

BUR NO./Obr No.:  
 Date: **09/15/2021**  
 Amount: **₱ 637,446.50**  
**100/5-03-03-010**

**CITY ACCOUNTANT OFFICE**  
**RECEIVED**  
 TIME: **2:10**  
 DATE: **9-15-21**