



**PURCHASE ORDER**

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

630

Supplier : <b>READY FORM INC.</b>	P.O. No.: <u>185-09-21</u>
Address : <u>BLK 2 LOT 10 NAGA-NAGA, KASSEL HOMES SUBD, BRGY. 71 TAC. CITY</u>	Date: <u>09-17-21</u>
Tel./Fax No.: <u>325-6496</u>	Mode of Procurement: <b>NEGOTIATED</b>
TIN :	<b>PROCUREMENT/ NP-SVP</b>
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 : 30 days upon conformity of Purchase Order	Payment Term:

Stock No.	Item No.	Unit	Description	QTY	Unit Cost	Amount
<b>CTO 2021-715</b>						
	1	pads	Accountable Form #56	2000	170.00	340,000.00
	2	pads	Accountable Form w/ line #51	3000	117.50	352,500.00
	3	pads	Terminal Ticket @5.00	1000	135.00	135,000.00
	4	pads	Terminal Ticket @50.00	1000	135.00	135,500.00
***nothing follows***				<b>TOTAL AMOUNT</b>		<b>962,500.00</b>
					1%	9,625.00
					5%	48,125.00

Total Amount in Words = Nine Hundred Sixty -Two Thousand Five 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:

Signature over Printed Name of Supplier

Date

Very truly yours, THE CITY MAYOR

**HON. ALFRED S. ROMUALDEZ**

City Mayor

28 SEP 2021

Funds Available:

**SALVADOR A. ABINA, JR.**

City Accountant

BUR NO./Obr No.:

Date: 9/23/2021

Amount: ₱ 962,500

100/5-02-03-020

