



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

88-532

Supplier : **GO LETTING & SONS, INC.**
 Address : **77-81J. ROMUALDEZ St., BRGY. 8-A TACLOBAN CITY**
 Tel./Fax No.: _____
 TIN : _____
 Supplier is : () Manufacturer () Exclusive Distributor
 Registered: () SEC () DTI

P.O. No.: **125-08-21**
 Date: **08-25-21**
 Mode of Procurement: **NEGOTIATED**
PROCUREMENT/ NP-SVP

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
			SP 2021- 637			
	1	gallon	Engine Oil w/ Synthetic	1	2,600.00	2,600.00
	2	ltrs	Engine Oil for Premium Multicabs	5	400.00	2,000.00
nothing follows				TOTAL AMOUNT		4,600.00
				1%		46.00
				5%		230.00

Total Amount in Words = **Four Thousand Six 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
 BY THE AUTHORITY OF THE CITY MAYOR:
ATTY. ANNALIZA A. QUILIÓPE
 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: **₱ 4,600**
100/5-02-03-090

