



PURCHASE ORDER

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

09-609

Supplier : IDA'S GRAPHICS AND ENTERPRISES P.O. No.: 182-21-21
 Address : M.H. DEL PILAR ST., BRGY.6, TACLOBAN CITY Date: 09-16-21
 Tel./Fax No.: 325-6496 Mode of Procurement: **NEGOTIATED**
 TIN : _____ PROCUREMENT/NP-SVP
 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 :		30 days upon conformity of Purchase Order		Payment Term :		
Stock No.	Item No.	Unit	Description	QTY	Unit Cost	Amount
LOT 1						
	1	pcs	Dri-fit Polo shirt with Digital Printing Logo & Screen Printing of name event	12	450.00	5,400.00
nothing follows				TOTAL AMOUNT		5,400.00
				1%	54.00	
				5%	270.00	

Total Amount in Words = Five Thousand Four 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.

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

Conforme: M.H. DEL PILAR
 Signature over Printed Name of Supplier

 Date

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

BUR NO./ObR No.: _____
 Date: 09/16/2021
 Amount: ₱ 5,400
100/5-02-01-990-21

CITY ACCOUNTANT OFFICE
RECEIVED
 TIME: 2:35
 DATE: 9-16-21