



**PURCHASE ORDER**

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

621

Supplier : <b>JANNYLYN ENTERPRISES</b>	P.O. No. : <u>FSOB-09-21</u>
Address : <u>UGSAD, MARASBARAS, BRGY.79, TACLOBAN CITY</u>	Date: <u>09-16-21</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 : 30 days upon conformity of Purchase Order	Payment Term:

Stock No.	Item No.	Unit	Description	QTY	Unit Cost	Amount
LOT 2						
			<b>CMO-YOUTH 2021-725</b>			
	1	book	Book, notebook, single line 50 leaves	825	20.00	6,600.00
	2	box	Ball point pen black 12's/ box	15	83.50	1,260.00
	3	box	Ball point pen blue 12's/ box	15	83.50	1,260.00
	4	pad	Paper, intermediate paper 100sheet per pad	150	28.00	430.00
	5	pcs	envelope, plastic envelope expanding kraft board, for legal size document	150	97.00	340.00
	6	bottle	hand spray anti- bacterial fresh defence 20ml	150	39.00	2,400.00
	7	pcs	bath soap bar (60g )	150	28.00	1,500.00
			<b>***nothing follows***</b>			
				<b>TOTAL AMOUNT</b>		<b>13,790.00</b>
				1%		137.90
				5%		689.50

Total Amount in Words = Thirteen Thousand Seven Hundred Ninety 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,  
 MARIVIC U. ADORNADO  
 City Administrator  
 HON. ALFRED S. ROMALDEZ  
 City Mayor

Conforme: Jannylyn Go Deuma  
 Signature over Printed Name of Supplier

Date: \_\_\_\_\_

28 SEP 2021

Funds Available:	BUR NO./ObR No.:
<u>SALVADOR A. ABINA, JR.</u> City Accountant	Date: <u>9/23/2021</u>
	Amount: <u>13,790</u>
	<u>100/5-02-99-990-98</u>

