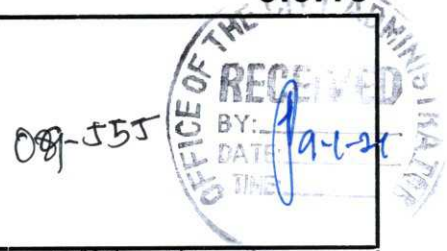




ACCOUNTANT OFFICE
RECEIVED

TIME: 10:00
DATE: 9-1-21

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



Supplier : 30 OFFICE SUPPLIES TRADING	P.O. No.: <u>37A-08-21</u>
Address : EXT., KASSEL HOMES, BRGY. 71, TACLOBAN CITY	Date: <u>08-26-21</u>
Tel./Fax No.: 325-6496	Mode of Procurement: SHOPPING 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 : **City General Services Office** Delivery Term :
Date of Delivery : Payment Term:

Stock No.	Item No.	Unit	Description	QTY	Unit Cost	Amount
LOT 2 CSWDO 2021-634						
	1	gal	Alcohol, Isopropyl/Ethyl, 1 gallon	25	510.00	12,750.00
	2	pairs	Battery, size C, 2 pcs	16	76.00	1,216.00
	3	pack	Folder-tagboard, legal size, 100pc/pack	10	650.00	6,500.00
	4	jar	Glue all purpose 200g with applicator	8	62.00	496.00
	5	ream	Paper- Premium paper S20 (A4))	34	340.00	11,560.00
	6	ream	Paper- Premium paper S20 (legal size)	34	348.00	11,832.00
	7	ream	Paper- Multicopy 80gsm (A4)	34	309.00	10,506.00
	8	ream	Paper- Multicopy 80gsm (legal size)	34	322.00	10,948.00
	9	ream	Paper- Mimeo Paper A4 S20,ww	34	261.00	8,874.00
	10	ream	Paper- Mimeo Paper long S20,ww	34	264.00	8,976.00
	11	pack	Paper- Cartolina 20 pcs/pack white ,78gsm	6	120.00	720.00
	12	box	Paper Carbon Paper long,100's/ pack	8	400.00	3,200.00
	13	box	Paper, Clips, jumbo, vinyl coated,48mm	20	28.00	560.00
	14	box	Paper, clips, small, vinyl coated, 32 mm	10	20.00	200.00
	15	box	Paper- fastener, metal ,non- rust 70mm bet prongs	10	48.00	480.00
	16	box	Pen-Ballpen, finpoint, black,50's/box	2	400.00	800.00
	17	box	Pen-Marking Pen, permanent black,12pcs/box	4	528.00	2,112.00
	18	set	Pen-Marking Pen,whiteboard, black,12pcs/box	3	504.00	1,512.00
	19	box	Pen-Flourescent marker, tri-color ,3pcs/pack	8	138.00	1,104.00
	20	box	Pen-Signpen, fine point (black),12 pcs/box	8	360.00	2,880.00
	21	bot	Pencil lead with eraser of 12's/box wood case	8	125.00	1,000.00
	22	pcs	Stamp pad ink, purple/black	3	38.00	114.00
	23	pcs	Stamp pad felt	3	55.00	165.00
	24	pcs	Tape- Correction Tape	25	32.00	800.00
	25	pcs	Tape- Masking Tape (1"w)	18	40.00	720.00
	26	pcs	Tape- Masking Tape (2"w)	12	70.00	840.00
	27	pcs	Tape- Transparent Tape (1"w)	18	33.00	594.00
	28	box	Tape-Transparent Tape (2"w)	12	42.00	504.00
	29		Wire- Staple Wire No. 35	10	36.00	360.00
nothing follows				TOTAL AMOUNT		102,323.00

1% 1,023.23
5% 5,116.15

Total Amount in Words = One Hundred Two Thousand Three Hundred Twenty- Three **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]
Signature over Printed Name of Supplier

Date: _____

Very truly yours,
ATTY. ANNALIZA A. QUILIOPE
OIC-CITY ADMINISTRATOR
HON. ALFRED S. ROMUALDEZ
City Mayor

Funds Available: [Signature]
SALVADOR A. ABINA, JR.

BUR NO./ObR No.: _____
Date: 9/01/2021
Amount: ₱ 102,323