



COA Prescribed Form

3.3.18



PURCHASE ORDER

Republic of the Philippines
City Government of Tacloban

10-632

Tel. Nos. 325-4053

Supplier : JANNYLYN ENTERPRISES	P.O. No.: <u>614-10-21</u>
Address :	Date: <u>10-07-21</u>
Tel./Fax No.:	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
TCH 2021-616						
1	1	packs	Folder, Tagboard for Legal Size docs. (long), 100's/pck	2	650.00	1,300.00
2	2	packs	Folder, Tagboard for Legal Size docs. (A4), 100's/pck	2	600.00	1,200.00
3	3	jars	Glue, All purpose, 200grams min	6	58.00	348.00
4	4	pcs	Marker, Permanent, Bullet Type, Black	40	43.00	1,720.00
5	5	rolls	Masking Tape 24mm (±1mm)	20	40.00	800.00
6	6	rolls	Masking Tape 48mm (±1mm)	20	40.00	800.00
7	7	bxs	Paper Clip, vinyl/plastic coat, 48mm min	40	24.00	960.00
8	8	rms	Paper Multi-purpose, 70gsm legal size (long)	160	343.00	54,880.00
9	9	rms	Paper Multi-purpose, 70gsm A4 size	160	320.00	51,200.00
10	10	pcs	Record Book, 500 pages, 214mm x 278mm	15	144.00	2,160.00
11	11	pcs	Record Book, 300 pages, 214mm x 278mm	15	114.00	1,710.00
12	12	bxs	Staple Wire, Standard #35	46	34.00	1,564.00
13	13	rolls	Tape Transparent width: 24mm (±1mm)	20	34.00	680.00
14	14	rolls	Tape Transparent width: 48mm (±1mm)	20	45.00	900.00
15	15	bxs	Pen, Ballpen, Black, 0.5mm, 12's/box	20	86.00	1,720.00
16	16	pcs	Stapler, Standard Type Big, HD, #35	5	300.00	1,500.00
17	17	bxs	Paper Fastener, Vinyl/Plastic coated, 70mm between prongs	40	45.00	1,800.00
18	18	pcs	Correction Tape 500x8m	50	60.00	3,000.00
19	19	sets	Highlighter Pen, Assorted color per set, 3 colors/set	17	137.00	2,329.00
20	20	pcks	Battery size AA, 4pcs/pck	48	120.00	5,760.00
21	21	pcs	Sign Pen, black, liquid gel ink, 0.5mm, needle tip	24	30.00	720.00
22	22	pcs	Sign Pen, blue, liquid gel ink, 0.5mm, needle tip	12	30.00	360.00
23	23	units	CALCULATOR, Compact, 12 digits	3	660.00	1,980.00
24	24	btls	Stamp pad ink, purple/violet, 30ml	5	41.00	205.00
nothing follows				TOTAL AMOUNT		139,596.00
				1%		1,395.96
				5%		6,979.80

Total Amount in Words = **One Hundred Thirty-nine Thousand Five Hundred Ninety-six Pesos 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:  JANNYLYN GO DELUNA Signature over Printed Name of Supplier Date: _____	BY THE AUTHORITY OF THE CITY MAYOR Very truly yours,  HON. ALFRED S. ROMUALDEZ City Mayor 11 9 OCT 2021
---	---

Funds Available:  SALVADOR A. ABINA, JR. City Accountant 16	BUR NO./ObR No.: Date: <u>10-18-21</u> Amount: <u>139,596.00</u> <u>100/5-02-03-010</u>
--	--

