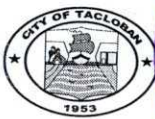


**PURCHASE ORDER** 712

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



Supplier : **IDA'S GRAPHICS AND ENTERPRISES**  
 Address : **M.H. DEL PILAR ST., BRGY.6, TACLOBAN CITY**  
 Tel./Fax No.: **325-6496**  
 TIN :  
 Supplier is : ( ) Manufacturer ( ) Exclusive Distributor  
 Registered: ( ) SEC ( ) DTI

P.O. No.:  
 Date: **11-24-21**  
 Mode of Procurement: **SHOPPING B**

Gentlemen:  
 Please furnish this Office the following articles subject to the terms and conditions contained herein:

Place of Delivery : **City General Services Office**  
 Date of Delivery : **within 30 days upon Conformity of Purchase Order**  
 Delivery Term :  
 Payment Term :

Stock No.	Item No.	Unit	Description	QTY	Unit Cost	Amount
<b>LOT 5 CPDO 2021-764</b>						
	1	gals	Alcohol,70% ethyl,scented (in gallons )	25	644.30	16,107.50
	2	packs	Battery,dry cell,AA,12 pcs/ blister pack	5	466.00	2,330.00
	3	packs	Battery, dry cell,AAA,12 pcs/ blister pack	5	468.00	2,340.00
	4	pcs	Arch File	50	190.00	9,500.00
	5	boxes	Box Filer,legal size with cover, big	4	650.00	2,600.00
	6	pcs	Record Book,300 pages, size:Tablet size	40	115.00	4,600.00
	7	btls	Glue, all purposes, 130g/btl	25	48.00	1,200.00
	8	pcs	Correction Tape, film based type UL 6m min 5mm	25	35.00	875.00
	9	bundle	Folder, Fancy for A4 size documents,100 pcs/bundle	1	651.00	651.00
	10	bundles	Folder, Fancy for legal size documents,100 pcs/ bundle	2	700.00	1,400.00
	11	boxes	Staple Wire #35	50	35.00	1,750.00
	12	rolls	Paper,Toilet Tissue, 3 ply (Ultrasoft )	50	22.00	1,100.00
	13	boxes	Paper clip, Big ,Vinyl Coated,100's box	50	25.00	1,250.00
	14	boxes	Paper clip, small,Vinyl Coated,100's box	50	24.00	1,200.00
<b>Total Amount</b>						<b>46,903.50</b>
1%						469.035
5%						2,345.18

Total Amount in Words = **Forty -Six Thousand Nine Hundred Three Pesos and 50/100 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:   
**MILA A. IDO**  
 Signature over Printed Name of Supplier  
**11/25/21**  
 Date

By the Authority of the City Mayor  
 Very truly yours,   
**ATTY. ANACETO REI A. LACANILAO III**  
 City Administrator -  
**HON. ALFRED S. ROMUALDEZ**  
 City Mayor

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

BUR NO./ObR No.:  
 Date: **11-23-21**  
 Amount: **₱ 46,903.50**  
**16015-02-00-010**

