



**PURCHASE ORDER**

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

Supplier : <b>IDA'S GRAPHICS AND ENTERPRISES</b>	P.O. No.: <u>682-11-2</u>
Address : <u>M.H. DEL PILAR ST., BRGY.6, TACLOBAN CITY</u>	Date: <u>11-19-21</u>
Tel./Fax No.: <u>325-6496</u>	Mode of Procurement: <b>NEGOTIATED</b>
TIN :	<b>PROCUREMENT/NP-SVP</b>
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 : (COD) Cash on Delivery	Payment Term:

Stock No.	Item No.	Unit	Description	QTY	Unit Cost	Amount
<b>LOT 1</b>						
			<b>DILG, Tacloban City 2021-871</b>			
	1	pcs	Personalized Mug w/ Print	6	205.00	1,230.00
			<b>***nothing follows***</b>	<b>TOTAL AMOUNT</b>		<b>1,230.00</b>
				1%		12.30
				5%		61.50

Total Amount in Words = One Thousand Two Hundred Thirty **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:  
  
MILB D. RIZA  
 Signature over Printed Name of Supplier  
11/24/21  
 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:	BUR NO./ObR No.:
<b>SALVADOR A. ABINA, JR.</b> City Accountant	Date: <u>11-22-21</u>
	Amount: <u>₱ 1,230.00</u>
	<u>10015-02-99-990-42</u>

