



PURCHASE ORDER

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

12-755

Supplier : 3 0 OFFICE SUPPLIES TRADING	P.O. No.: <u>645A-10-21</u>
Address : <u>EXT., KASSEL HOMES, BRGY. 71, TACLOBAN CITY</u>	Date: <u>10-26-21</u>
Tel./Fax No.: <u>325-6496</u>	Mode of Procurement: NEGOTIATED
TIN :	PROCUREMENT/NP-SVP
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 :
(COD) Cash on Delivery within 30 days upon Conformity of Purchase Order	Payment Term:
Date of Delivery :	

Stock No.	Item No.	Unit	Description	QTY	Unit Cost	Amount
CSWDO 2021-815						
	1	pcs	Bathsoap 45g/pc	300	16.00	4,800.00
	2	sachet	Shampoo 15ml /twinpack	300	5.50	1,650.00
	3	sachet	Toothpaste,25ml /twinpack	300	7.70	2,310.00
nothing follows				TOTAL AMOUNT		8,760.00
					1%	87.60
					5%	438.00

Total Amount in Words = Eight Thousand Seven Hundred Sixty 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 over Printed Name of Supplier
12-22-21
 Date

Very truly yours,
 BY THE AUTHORITY OF THE CITY MAYOR

HON. ALFRED S. ROMUALDEZ
 City Mayor

Funds Available:

SALVADOR A. ABINA, JR.
 City Accountant

BUR NO./ObR No.:
 Date: 12/15/2021
 Amount: ₱ 8,760
100/5-02-00-000-60

