



378 **PURCHASE ORDER**

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

CITY ACCOUNTANT OFFICE
RECEIVED
 TIME: 1: 24 pm
 DATE: 5/30/22

Supplier : IDA'S GRAPHICS	P.O. No.: 705A-04-22
Address : LOPEZ JAENA ST., LIBERTAD, BRGY. 1&4, TACLOBAN CITY	Date: 04-25-22
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 : within 30 days upon Conformity of Purchase Order	Payment Term:

Stock No.	Item No.	Unit	Description	QTY	Unit cost	Amount
LOT 2						
DILG- TACLOBAN 2022-426						
	1	boxes	Paper multicopy, A4 80 gsm 4 reams / box	5	295.00	1,475.00
	2	box	paper multicopy, legal 80 gsm legal 4 reams/ box	1	380.00	380.00
	3	box	paper multicopy, A4 80 gsm 4 reams/ box	1	295.00	295.00
	4	packs	specialty paper A4 book paper, 10 pcs/pack	50	120.00	6,000.00
..... NOTHING FOLLOWS				Total Amount		8,150.00
				1%		81.50
				5%		407.50

Total Amount in Words = Eight Thousand One Hundred Fifty **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: MILA G. 10A
 Signature over Printed Name of Supplier
6/1/2022
 Date

By the Authority of the City Mayor
 Very truly yours,
 ATTY. ANACLETO REI A. LAGANILAO III
 City Administrator
HON. ALFRED S. ROMUALDEZ
 City Mayor

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

BUR NO./Obr No.:
 Date: 5-30-22
 Amount: # 8,150.00
10015-02-99-990-42