PURCHASE ORDER

Tabaco City
LGU

Supplier	**TABACO GOOD LUCK ENTERPRISES**	P.O No.:	20-0429
Address	**TABACO CITY**	Date:	7/08/2020
		Mode of Procurement:	**SHOPPING B**
		PR No./s	**20-06-0643**

Gentlemen:

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

Place of Delivery:	**LGU-TABACO CITY - LCR**	Delivery Term:	
Date of Delivery:		Payment Term:	3 weeks

Item No.	Qty	Unit	DESCRIPTION	Unit Cost	Amount (Php)
			Purchase of Office Supplies		-
1	149	reams	Bond Paper Short (Subs 20) **(Advance)**	215.50	32,109.50
2	117	reams	Bond Paper Long (Subs 20) **(Advance)**	254.00	29,718.00
3	150	pcs	Ballpen 0.5 (Ordinary, Assorted Colors) **(Faber)**	14.80	2,220.00
4	5	boxes	Pencil, 12pcs/box **(Mongol)**	107.60	538.00
5	120	pcs	Sign Pen 0.5 (Black, Blue, Red) **(Mongol)**	39.60	4,752.00
6	6	jars	Glue (All Purpose, 200grams) **(Elmer)**	119.60	717.60
7	5	boxes	Folder Long 100pcs/box (white) **(Advance)**	634.00	3,170.00
8	15	boxes	Paper Fastener 50pc/box **(Prince)**	64.50	967.50
9	40	bottle	Stamp Pad Ink (Blue) 20ml **(Artline)**	67.50	2,700.00
10	5	pcs	Stamp Pad No. 2 **(HBW)**	59.00	295.00
11	20	pcs	Stabilo Highlighter (Assorted Colors) **(Monami)**	39.50	790.00
12	5	pcs	Flashdrive 3.0 32GB **(Sundisk)**	980.00	4,900.00
13	26	bottle	EPSON Ink T6641 (Black)	390.00	10,140.00
14	10	bottle	EPSON Ink T6642 (Cyan)	395.75	3,957.50
15	10	bottle	EPSON Ink T6643 (Magenta)	395.75	3,957.50
16	10	bottle	EPSON Ink T6644 (Yellow)	395.75	3,957.50
17	5	sets	Battery AA 2pcs/pack **(Eveready)**	99.75	498.75
18	5	boxes	Typewriter Ribbon 10pcs/box **(Adrite)**	396.50	1,982.50
19	15	pads	DTR (CSC No. 48) 100pcs/pad **(Vanda)**	25.50	382.50
20	60	pcs	Correction Tape **(Joy)**	38.75	2,325.00
21	30	pcs	Correction Pen 7ml **(Paper Note)**	38.75	1,162.50
22	1	pc	Pencil Sharpener **(HBW)**	249.00	249.00
23	3	reams	Carbon Paper **(Pegasus)**	880.00	2,640.00
24	15	boxes	Staple Wire #35 **(TM)**	35.50	532.50
25	10	pcs	Record Book 500pages (214mm x 278mm) **(Advance)**	142.50	1,425.00
26	3	pcs	Cutter (Heavy Duty) **(SID)**	148.50	445.50
27	50	bottle	Ethyl Alcohol 70% 500ml **(Green Cross)**	94.80	4,740.00
28	10	bottle	Dishwashing Liquid 880ml **(Joy)**	185.00	1,850.00
29	6	bottle	Air Freshener Lemon Fresh 280ml **(Glade)**	380.00	2,280.00
30	4	bottle	Insecticides Odorless 500ml **(Baygon)**	380.00	1,520.00
31	30	doz	Tissue Paper 12rolls/bag **(Toily)**	99.50	2,985.00
			nothing follows		-
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				TOTAL	**129,908.35**

REPUBLIC OF THE PHILIPPINES
OFFICE OF THE CITY AUDITOR
CITY OF TABACO
DATE RECEIVED: 8/26/2020
RECEIVED BY:
TIME RECEIVED: 10:17

One Hundred Twenty-Nine Thousand Nine Hundred Eight Pesos and Thirty-Five Centavos

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:	Very Truly yours,
V. P. VALDEZ	**CIELO KRISEL LAGMAN-LUISTRO**
(Signature over printed name)	*City Mayor*
(Date)	

(In case of Negotiated Purchase pursuant to section 369 (a) of RA 7160, this portion must be accomplished.)

Approved per Sangguniang Resolution No.:

Date:

Certified Correct:

Secretary to the Sanggunian