



# PURCHASE ORDER

Tabaco City  
LGU

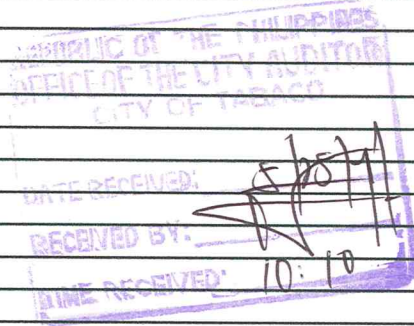
Supplier	KR MIKA GENERAL MERCHANDISE	P.O No.:	21-04-0452
Address	TABACO CITY	Date:	APR 20 2021
		Mode of Procurement:	SHOPPING B
		PR No./s	21-04-0452

Gentlemen:

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

Place of Delivery:	LGU-TABACO CITY - GENDER AND DEVELOPMENT OFFICE	Delivery Term:	
Date of Delivery:		Payment Term:	3 weeks

Item No.	Qty	Unit	DESCRIPTION	Unit Cost	Amount (Php)
<b>Supply &amp; Delivery of Office Supplies</b>					
1	47	pcs	Flashdrive, 32GB, OTG	699.00	32,853.00
2	100	pcs	Ballpen, Black, 0.5	11.00	1,100.00
3	10	ream	Bond Paper, Legal Size, 8 1/2 x 13"	239.00	2,390.00
4	10	ream	Bond Paper, Short Size, 8 1/2 x 11"	210.00	2,100.00
5	3	pcs	Permanent Marker, Black, Broad Tip	36.00	108.00
6	2	cps	Permanent Marker, Blue, Broad Tip	36.00	72.00
7	5	pcs	White Glue, 40ml	20.50	102.50
8	2	cps	Scissor, Heavy Duty, Stainless Steel	48.50	97.00
9	100	pcs	Notebook, 80leaves	13.50	1,350.00
10	20	pcs	Manila Paper	4.50	90.00
11	100	pcs	Plastic Brown Envelope, Long, 10 x 15	11.00	1,100.00
12	5	pcs	Correction Tape, 8m	39.00	195.00
13	10	bottle	EPSON Ink, 664, Black, 70ml	349.00	3,490.00
14	5	pcs	Masking Tape, 1 1/2 x 20m	54.00	270.00
			***nothing follows***		-
<b>TOTAL</b>					<b>45,317.50</b>



**Forty-Five Thousand Three Hundred Seventeen Pesos and Fifty 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,

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,

(Signature over printed name)  
(Date)

**CIELO KRISSEL LAGMAN-LUISTRO**  
City Mayor

(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