PURCHASE ORDER

Tabaco City

LGU

Supplier	**KR MIKA GENERAL MERCHANDISE**	P.O No.:	20-0579
Address	**TABACO CITY**	Date:	8/20/2020
		Mode of Procurement:	**SHOPPING B**
		PR No./s	**20-07-0909/0910**

Gentlemen:

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

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

Item No.	Qty	Unit	DESCRIPTION	Unit Cost	Amount (Php)
1	263	bottle	Alcohol, 500ml, 70%, Scented & Moisturizer **(Casino)**	96.00	25,248.00
2	75	pcs	Dust Pans, Large, Plastic	64.00	4,800.00
3	6	packs	Tissue Paper, 1ply Cotton, 6pcs **(Watsons)**	95.00	570.00
4	5	bottle	Disinfectant Spray, Freshens Air **(Lysol)**	139.00	695.00
5	30	pcs	Mop, 100% Cotton	74.00	2,220.00
6	10	pcs	Toilet Brush with Handle	49.00	490.00
7	30	pcs	Albatros, Assorted Scents	49.00	1,470.00
8	15	reams	Bond Paper, Long Subs 20 **(Hard Copy)**	225.00	3,375.00
9	15	reams	Bond Paper, Short Subs 20 **(Hard Copy)**	200.00	3,000.00
10	10	reams	Continuous Forms, 1ply	799.00	7,990.00
11	50	pcs	Folder, Long, White	7.50	375.00
12	12	pcs	Marking Pen, Whiteboard (Black, Blue, Red) **(Pilot)**	38.00	456.00
13	12	pcs	Marking Pen, Permanent (Black, Blue, Red) **(Pilot)**	38.00	456.00
14	100	pcs	Ballpen, Black **(HBW)**	9.00	900.00
15	10	pcs	Flsh Drive, 4GB **(PQ 1)**	249.00	2,490.00
16	10	bottle	Continuous Ink, Black, Cyan, Blue, Magenta, Yellow **(Epson)**	395.00	3,950.00
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				TOTAL	**58,485.00**

Fifty-Eight Thousand Four Hundred Eighty-Five Pesos

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,
	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	