PURCHASE ORDER

Tabaco City
LGU

Supplier	**J & E PRINTING PRESS**	P.O No.:	2109-0965
Address	**LEGAZP CITY**	Date:	SEP 27 2021
		Mode of Procurement:	**SMALL VALUE**
		PR No./s	**21-09-1602**

Gentlemen:

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

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

Item No.	Qty	Unit	DESCRIPTION	Unit Cost	Amount (Php)
			JO-Labor & Materials for the Printing of Purchase Booklet		-
1	3,000	pcs	**Purchase of Booklet**	17.50	52,500.00
			OSCA Booklet Size, Spread: 8.5 x 6.5inches, Folded: 6.5 x 4.5inches, Cover: Chrome Coat, 189 in Full Color, Inside: Book 70 in single Black Color		-
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				TOTAL	**52,500.00**

Fifty-Two Thousand Five Hundred 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,
Glenda M. Lungo	**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

REPUBLIC OF THE PHILIPPINES
OFFICE OF THE CITY AUDITOR
CITY OF TABACO
DATE RECEIVED: 11/11/21
RECEIVED BY:
TIME RECEIVED: 1:25