PURCHASE ORDER

Tabaco City

LGU

Supplier	**KIMS PRINTING PRESS**			P.O No.:	24-07-0833
Address	**BONAOBRA, P-7, BASUD TABACO CITY**			Date:	JUL 25 2024
				Mode of Procurement:	**SMALL VALUE**
				PR No./s	**24-07-0844**
Gentlemen:					
Please furnish this office the following articles subject to the terms and conditions contained herein:					
Place of Delivery:		LGU-TABACO CITY -	**CITY MAYORS OFFICE (MO-PERSONNEL SECTION)**	Delivery Term:	15cd
Date of Delivery:				Payment Term:	3 weeks
Item No.	**Qty**	**Unit**	**DESCRIPTION**	**Unit Cost**	**Amount (Php)**
JO-Labor & Materials for Printing of Daily Attendance Sheet Form and Bundy Card for Permanent and Casual					-
			JO-Labor and Materials (Reproduction)		-
1	25	ream	Daily Attendance Sheet Form	460.00	11,500.00
			Specs:		-
			70gsm, Subs 20, Legal Size - 8.5' x 13		-
2	4,500	pcs	Bundy Card for Permanent and Casual Employees (Print: Back-To-Back)	9.75	43,875.00
			Specs:		-
			Materials: Card Board		-
			Color: Yellow		-
			Card Size: 37mm x 85mm		-
			nothing follows		-
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				TOTAL	**55,375.00**

Fifty Five Thousand Three Hundred Seventy 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,
Borran de Mont	**CIELO KRISEL LAGMAN-LUISTRO**
(Signature over printed name)	*City Mayor*
(Date) 07-26-2024	

(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