

Republic of the Philippines
 PROVINCE OF SOUTHERN LEYTE
 City of Maasin

PURCHASE ORDER
 Provincial Government of southern Leyte
 Agency/Procuring Entry

Supplier : MAASIN UNION TRADING	P.O. No. : 0308-A
Address : Maasin City, Southern Leyte	Date : AUG 24 2021
Tel.No. :	Mode of Procurement:
TIN :	Small Value Procurement
	PR. No./s: 0418

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

Place of delivery: PGSO

Date of Delivery: 20 CALENDAR DAYS

Item No.	UNIT	QTY	DESCRIPTION	UNIT COST	AMOUNT
2	pack	2	Envelope short size brown	220.00	440.00
3	pack	2	Envelope legal size brown	350.00	700.00
6	pcs	12	Record Book 300 pages	105.00	1,260.00
7	pcs	12	Record Book 500 pages	120.00	1,440.00
For use in OVG					
					3,840.00

Note: Please see terms and conditions at the back

(Total Amount in Words) THREE THOUSAND EIGHT HUNDRED FORTY PESOS ONLY

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one (1) percent of everyday of delay shall be imposed.

Conforme:

AIDA DELA ROSA

Signature Over Printed Name of Supplier

Date

8/25/21

DAMIAN G. MERCADO

Provincial Governor
 Authorized Official

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

Approved per Sanggunian Resolution No.:

Certified Correct: _____ Date: _____

Secretary to the Sanggunian