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. : 0323-B
Address : Maasin City, Southern Leyte	Date : 15 DEC 2020
	Mode of Procurement:
Tel.No. :	Small Value Procurement
TIN :	PR. No./s: **0797**

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
1	ream	50	Paper Multi-Purpose 70 gsm, A4 **A-ONE**	240.00	12,000.00
2	pcs	30	Sign Pen 0.5mm black **MY GEL**	30.00	900.00
16	pcs	30	Record Book 300 pages size 214mm x 278mm **ZIGZAG**	115.00	3,450.00
20	pcs	20	Correction Pen **UNI**	135.00	2,700.00
23	box	10	Paper Clip vinyl/plastic coated 33mm **GT**	20.00	200.00
25	pcs	10	Glue all purpose 200 grams **ELMER'S**	65.00	650.00
			For use in PVET		

Note: Please see terms and conditions at the back **19,900.00**

(Total Amount in Words) NINETEEN THOUSAND NINE HUNDRED 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 DE LA ROSA
Signature Over Printed Name of Supplier

Date 12/16/20

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