



## PURCHASE ORDER

Procuring Department: **Office of the OVG/SP**

Supplier : **GEORVI'S ENTERPRISES** P.O.: **1 0 0 1 9 1 2 No. 2166**

Address : **Calapan City, Oriental Mindoro**

E-mail Address : \_\_\_\_\_ Date : **December 26, 2019**

Telephone No. : **288-4494** Mode of Procurement : **Shopping**

TIN : **109-778-905-000**

Gentlemen:

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

Place of Delivery: **Office of the OVG/SP** Delivery Term: **w/ in 7 calendar days upon receipt of NTP**

Payment Term : **charge**

Item No.	UNIT	DESCRIPTION	QTY.	UNIT COST	AMOUNT
1	boxes	Sign pen <b>PILOT</b>	2 ✓	590.00 ✓	1,180.00 ✓
2	reams	Colored paper (green) <b>PAPER BRIGHT</b>	8 ✓	450.00 ✓	3,600.00 ✓
3	pcs	Cutter - big <b>JOY</b>	10 ✓	35.00 ✓	350.00 ✓
4	pcs	USB 64gb <b>KODAK</b>	12 ✓	950.00 ✓	11,400.00 ✓
5	pcs	USB 32gb <b>KODAK</b>	10 ✓	480.00 ✓	4,800.00 ✓
6	roll	Plastic cover #6	1 ✓	1800.00 ✓	1,800.00 ✓
7	pcs	Puncher HD <b>JOY</b>	12 ✓	250.00 ✓	3,000.00 ✓
8	pcs	Mouse for computer <b>A4TECH</b>	10 ✓	550.00 ✓	5,500.00 ✓
9	boxes	Thumbstacks <b>JOY</b>	6 ✓	14.40 ✓	86.40 ✓
10	btl	Glue 130 grams <b>ELMERS</b>	24 ✓	53.60 ✓	1,286.40 ✓
11	reams	Coupon bond - long <b>HARD COPY/COPY STAR</b>	50 ✓	240.00 ✓	12,000.00 ✓
12	reams	Coupon bond - short <b>HARD COPY/COPY STAR</b>	50 ✓	230.00 ✓	11,500.00 ✓
<b>Other Supplies and Materials</b>					
13	pcs	Battery AA	50 ✓	28.00 ✓	1,400.00 ✓
14	pcs	Garbage bag plastic 36x48cm <b>A/P 2020</b>	100 ✓	12.00 ✓	1,200.00 ✓
15	pcs	Garbage bag plastic - biggest	100 ✓	15.00 ✓	1,500.00 ✓
16	pcs	Hand towel	30 ✓	10.00 ✓	300.00 ✓
17	pcs	Bath soap - regular <b>SAFEGUARD</b>	24 ✓	50.25 ✓	1,206.00 ✓
<b>Subtotal page 1</b>					<b>62,108.80</b>

*continuation at the back...*

**TOTAL AMOUNT IN WORD): seventy four thousand five hundred sixty five pesos and 8/100**

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 for everyday of delay shall be imposed.

Very truly yours,  
  
**HUMERLITO A. DOLOR, MPA, PhD.**  
 Provincial Governor

Conforme: *by: [Signature]*  
**GEORGE TOLENTINO**  
 Signature Over Printed Name of Supplier  
 Date 12-26-19

Funds Available:  <b>ALTHEA F. AGUTAYA</b> Provincial Accountant	OBLIGATION REQUEST NO: <u>1021 C42019</u> AMOUNT : <u>174,565.08</u>
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