



PURCHASE ORDER

Procuring Department: **Sangguniang Panlalawigan**

Supplier : **GEORVI'S ENTERPRISES** P.O.: **1 0 0 2 0 0 3 No. 0266**

Address : **Calapan City, Oriental Mindoro**

E-mail Address : _____ Date : **March 23, 2020**

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

TIN : **103-778-905-000**

Gentlemen:

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

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

Payment Term : **charge**

Item No.	UNIT	DESCRIPTION	QTY.	UNIT COST	AMOUNT
37	packs	Post-it-note 2x3 - green	12 /	25.00 /	300.00 /
38	packs	Post-it-note 2x3 - yellow	12 /	25.00 /	300.00 /
39	packs	Post-it-note 2x3 - pink	12 /	25.00 /	300.00 /
40	packs	Post-it-note 5x2	12 /	55.00 /	660.00 /
41	packs	Post-it-pad - pink	12 /	38.00 /	456.00 /
42	packs	Post-it-pad - mint green	12 /	38.00 /	456.00 /
43	packs	Post-it-pad - light blue	12 /	38.00 /	456.00 /
44	pcs	Pressboard folder - green - thick	250 /	38.00 /	9,500.00 /
45	pcs	Puncher HD	6 /	293.00 /	1,758.00 /
46	pcs	Record book - 300pages VECO	25 /	114.00 /	2,850.00 /
47	pcs	Record book - 500pages VECO	25 /	128.00 /	3,200.00 /
48	pairs	Scissors - big HD	6 /	97.00 /	582.00 /
49	rolls	Scotch tape - 1"	35 /	55.00 /	1,925.00 /
50	pcs	Sign pen 0.7 - black/blue/green PILOT VBALL	100 /	92.00 /	9,200.00 /
51	pcs	Sign pen - blue/black MYGEL	50 /	43.00 /	2,150.00 /
52	pcs	Stamp pad - big HBW	2 /	94.00 /	188.00 /
53	pcs	Stapler #35 w/ remover MAX	6 /	450.00 /	2,700.00 /
54	boxes	Stapler wire #35 MAX	30 /	55.00 /	1,650.00 /
Subtotal Page 3					38,631.00

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TOTAL AMOUNT IN WORD): two hundred twenty three thousand two hundred forty six pesos & 75/100 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 for everyday of delay shall be imposed.

Very truly yours
HUBBERT CHRISTOPHER A. DOLOR, MD, MPA, MHA
 Provincial Administrator
HUMERLITO A. DOLOR MPA, PhD
 Provincial Governor

Conforme:

GEORGE TOLENTINO
 Signature Over Printed Name of Supplier
 Date 3/23/2020

Funds Available:

ALTHEA F. AGUTAYA
 Provincial Accountant

OBLIGATION REQUEST NO: 1021 C42020

AMOUNT : ₱223,714.37