



## PURCHASE ORDER

Procuring Department: **PPDO**

Supplier : **HIRAMS' SUPPLY WHOLESALING** P.O.: **1 0 0 1 9 1 2** **No. 1933**

Address : **Calapan City, Oriental Mindoro**

E-mail Address : \_\_\_\_\_ Date : **December 23, 2019**

Telephone No. : **043-441-7517** Mode of Procurement : **Shopping**

TIN : **408-194-796-000**

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

Place of Delivery: **PPDO** Delivery Term: **w/ in 7 calendar days upon receipt of NTP**  
 Payment Term : **charge**

Item No.	UNIT	DESCRIPTION	QTY.	UNIT COST	AMOUNT
1	reams	Long coupon bond <i>HARD COPY</i>	35	267.00	9,345.00
2	reams	Short coupon bond <i>HARD COPY</i>	35	224.00	7,840.00
3	reams	A4 coupon bond <i>HARD COPY</i>	35	235.75	8,251.25
4	pcs	Gel ballpen <i>MYGEL</i>	60	18.00	1,080.00
5	pack	PVC cover (long)	2	1,195.75	2,391.50
6	pc	Combo ring 1"	20	45.00	900.00
7	pc	Combo ring 2"	20	72.95	1,459.00
8	pc	Clear sliding folder (long)	30	20.95	628.50
9	pc	Clear sliding folder (short)	30	20.85	625.50
10	pc	Stick glue <i>ELMER'S GLUE</i>	5	19.50	97.50
11	pc	Glue <i>ELMER'S GLUE</i>	4	45.90	183.60
12	pack	Calculator ACDC (12 digits - black) <i>CASIO</i>	2	411.75	823.50
13	pack	Cambric board (long)	15	91.25	1,368.75
14	pack	Cambric board (short)	15	91.25	1,368.75
15	pack	Cambric paper (long)	15	83.50	1,252.50
16	pack	Cambric paper (short)	15	83.50	1,252.50
17	rolls	Duct tape <i>3M</i>	2	560.00	1,120.00
18	rolls	Scotch tape 1"	4	47.50	190.00
<b>subtotal page 1</b>					<b>40,177.85</b>

2-01-01-010  
**A/P 2020**

*continuation at the next page...*

**TOTAL AMOUNT IN WORD): sixty six thousand seven hundred sixty eight pesos and 15/100**

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.

By Authority of the Governor:  
 Very truly yours  
**HUBBERT CHRISTOPHER A. DOLOR, MD, MPA, MHA**  
 Provincial Administrator  
**HUMERLITO A. DOLOR, MPA, PhD.**  
 Provincial Governor

Conforme:

**DOMINADOR M. MAPOY**  
 Signature Over Printed Name of Supplier  
 Date 12-24-19

Funds Available:

**16**   
**ALTHEA F. AGUTAYA**  
 Provincial Accountant

OBLIGATION REQUEST NO: \_\_\_\_\_  
 AMOUNT : ₱ 40,177.85