

Standard Form Number: SF-GOOD-58
 Revised on: May 24, 2004
 Standard Form Title: Purchase Order

NEGOTIATED CANVASS NO. 20-0468
P.R No. 2020-0618

PROVINCIAL GENERAL SERVICES OFFICE

Agency / Requisitioning Office

Supplier	ST. JUDE PRESS MARKETING & SUPPLIES	D.O. No. P.O. NO. 2020-772
Address	Mahogany Drive, Zamora St. Dao District, Tagbilaran City	Date : November 26, 2020
E-mail Address	<u>bernadethsalarda@yahoo.com</u>	Mode of
Telephone No.	(038) 544-4999 / 0920-336-0314	Procurement : NEGOTIATED
TIN	727-395-426-000	SMALL VALUE PROCUREMENT

Gentlemen/Mesdames:

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

Place of Delivery :	PROVINCIAL GENERAL SERVICES OFFICE	Delivery Term	Please read at the
Address :	New Capitol Site, Tagbilaran City		back hereof.
Date of Delivery :	within 15 days, upon receipt of NTP	Payment Term	upon completion of delivery
Warranty Period	3 months		

ITEM	UNIT	DESCRIPTION	QTY.	UNIT COST	AMOUNT
1	pcs	Arch File/Data Folder Horizontal with Taglia lock size: 3" x 9" x 15.5" with PGBh Logo	50	415.00	20,750.00
2	reams	Paper, multicopy, S-20, A4	100	220.00	22,000.00
3	reams	Paper, multicopy, S-20, legal	50	265.00	13,250.00
4	pcs	Folder, plastic-legal (red, green, purple) x-x-x-x-x-x-x-x	100	27.00	2,700.00
TOTAL					58,700.00

(Total Amount in Words) **FIFTY EIGHT THOUSAND SEVEN 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 for every day of delay shall be imposed.

Conforme:

ST. JUDE PRESS MARKETING & SUPPLIES

Signature over printed name of Supplier

DEC 15 2020

Date

Very truly yours,

ATTY. ARTHUR C. YAP

Governor

Authorized Official

DEC 03 2020

Date Approved:

Funds Available:

EUSTAQUIO A. SOCORIN

Provincial Treasurer

Earmark

08 - 2886

Amount

58,750.00