Appendix 61

PURCHASE ORDER

City Government Of Catbalogan

Entity Name

Supplier : **CATBALOGAN MARC PRINTING PRESS** Address : _ San Roque Street Brgy. 10 Catbalogan City TIN : _____	P.O. No. : 2020-07-0073 Date : _ July 9, 2020 Mode of Procurement : Negotiated Procurement SMALL VALUE PROCUREMENT

Gentlemen:

Place of Delivery :	CITY TREASURER'S OFFICE, CITY HALL	Delivery Term : Within 25 calendar days from receipt of NTP	
Date of Delivery :	FROM THE RECEIPT OF NOTICE TO PROCEED	Payment Term : within 15days from receipt of Goods	

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
	pcs	Real Property Tax Account Register (RPTAR)	1,500	45.00	67,500.00
		X-X-X-X			
					67,500.00

(Total Amount in Words) **SIXTY SEVEN THOUSAND FIVE 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 percent for every day of delay shall be imposed on the undelivered item/s.

Conforme:

Signature over Printed Name of Supplier

July 9, 2020

Date

Very truly yours,

HON. DEXTER M. UY

Signature over Printed Name of Authorized Official

City Mayor

Designation

Fund Cluster : _____

Funds Available : _____

_____

Signature over Printed Name of Chief Accountant/Head of Accounting Division/Unit

ORS/BURS No. : _____

Date of the ORS/BURS: _____

Amount : _____