



PURCHASE ORDER
CITY GOVERNMENT OF PASIG

Agency Name

Supplier : NATIONAL PRINTING OFFICE	P.O. No. : 22-12-2251
Address : EDSA corner National Printing Road, Diliman, Quezon City	Date : 09 DEC 2022
	Mode of Procurement: GOVERNMENT TO GOVERNMENT

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

Place of Delivery : Central Supply Office	Delivery Term : 15 Calendar Days but not to exceed 31 Decem
Date of Delivery : _____	Payment Term : within 45 days upon completion of delivery

ITEM NO.	UNIT	QTY	DESCRIPTION	UNIT COST	AMOUNT
1	BOOKS	20	Marriage registration book "Marriage registration book, SIZE : 12" x 38" spread; 18" x 18 7/8" folded MATERIALS : Cover - Bookcloth and Chipboard #30. Inside - Book #60 & Book #80 flyleaf Cover - blue, silver Stamping Inside - 1/1 OTHERS : Offset PAGES : 100 Pages BINDING : Stamping. Numbering & smythe sewn"	893.38	17,867.60
2	BOOK	27	Birth registration book "Birth registration book, SIZE : 12 1/2" x 25 1/2" spread; 12" x 12 3/4" folded MATERIALS : Cover - Bookcloth and Chipboard #30, Inside - Book #60 & Book #80 flyleaf COLOR : Cover - Red, Silver Stamping Inside - 1/1 OTHERS : Offset PAGES : 100 pages BINDINGS : Stamping, numbering & smythe sewn"	862.38	23,284.26



Control No. 4159	SUBTOTAL :	Php 41,151.86
Total Amount in Words <i>Forty-one Thousand One Hundred Fifty-one Pesos And 86/100 Only.</i>		

In case of the 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 as provided for by the, 2016 IRR of RA 9184.

Conforme : **CARLOS A. BATHAN**
DIRECTOR IV
(Signature over printed name of Supplier)

Very truly yours,
VICTOR MA. REGIS N. SOTTO
(Authorized Official)
City Mayor

Date: 12-28-22

Requisitioning Office/Dept. : LERIZA R. REVILLA <i>(Authorized Official)</i>	Funds Available : JUVY A. QUENCO Chief Accountant	Amount : _____ OBR No. : _____
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ITEM NO.	UNIT	QTY	DESCRIPTION	UNIT COST	AMOUNT
3	BOOK	20	Death registration book "Death registration book, SIZE : 12" x 27 1/2" spread; 12" x 13 3/8" folded MATERIALS : Cover - Bookcloth and Chipboard #30, Inside - Book #60 & Book #80 flyleaf COLOR : Cover - Blue, Silver Stamping Inside - 1/1 OTHERS : Offset PAGES : 100 pages BINDINGS : Stamping, numbering & smythe sewn"	999.55	19,991.00
4	BOOK	20	Registration of Court decree "Registration of Court decree, SIZE : 11" x 25 3/4" spread; 11" x 12 7/8" folded MATERIALS : Cover - Bookcloth and Chipboard #30, Inside - Book #60 & Book #80 flyleaf COLOR : Cover - Maroon, Silver Stamping Inside - 1/1 OTHERS : Offset PAGES : 100 pages BINDINGS : Stamping, numbering & smythe sewn"	760.91	15,218.20

SUBTOTAL : **Php 76,361.06**

Control No. **4159**

Total Amount in Words *Seventy-six Thousand Three Hundred Sixty-one Pesos And 06/100 Only.*

In case of the 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 as provided for by the, 2016 IRR of RA 9184.

Very truly yours,

Conforme :

CARLOS A. BATHAN
 DIRECTOR IV

(Signature over printed name of Supplier)

12.28.22
 Date

VICTOR MA. REGIS N. SOTTO
 (Authorized Official)

City Mayor

Requisitioning Office/Dept.:

LERIZA R. REVILLA
 (Authorized Official)

Funds Available :

JUVY A. CUENCO
 Chief Accountant

Amount : _____
 OBR No. : _____



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Table with 5 columns: ITEM NO., UNIT, QTY, DESCRIPTION, UNIT COST, AMOUNT. Contains two rows of items: 5 BOOK 11 Registration of legal instrument and 6 PCS 20 Register of Application for Marriage License.

Use of City Civil Registry Department for the First to Fourth Quarter for the use of City Civil Registry Office

Control No. 4159 GRAND TOTAL : Php 102,598.67

Total Amount in Words One Hundred Two Thousand Five Hundred Ninety-eight Pesos And 67/100 Only.

In case of the 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 as provided for by the, 2016 IRR of RA 9184.

Conforme :

CARLOS A. BATHAN
DIRECTOR IV

(Signature over printed name of Supplier)

12-24-22
Date

Very truly yours,

VICTOR MA. REGIS N. SOTTO

(Authorized Official)

City Mayor

Requisitioning Office/Dept. :

LERIZAR R. REVILLA
(Authorized Official)

Funds Available :

JUVY A. GUENCO
Chief Accountant

Amount: ₱ 102,598.67
OBR No. : 106-2027-11
0726-1061