



# PURCHASE ORDER

## CITY GOVERNMENT OF PASIG

*Agency Name*

|   |                              |
|---|------------------------------|
| Supplier : <u>ALX OFFICE AND SCHOOL SUPPLIES TRADING</u>                      | P.O. No. : <u>23-07-0358</u> |
| Address : <u>514-C Natividad St. Zone 8 Brgy. 063, District 2, Pasay City</u> | Date : <u>07/04/2023</u>     |
| Mode of Procurement: <u>SMALL VALUE PROCUREMENT</u>                           |                              |

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

|  |  |
|--|--|
| Place of Delivery : <u>Central Supply Office -</u> | Delivery Term : <u>15 Calendar Days</u>                          |
| Date of Delivery : <u>-</u>                        | Payment Term : <u>within 45 days upon completion of delivery</u> |

| ITEM NO.   | UNIT | QTY | DESCRIPTION  | UNIT COST | AMOUNT     |
|--|------|-----|--|-----------|------------|
| 1  | PACK | 250 | Grocery Packs<br>- Powdered Cocoa Mix with marshmallow<br>Contains 10 pieces (28 grams each) - Php 181- SWISS MISS<br><br>- 3 in 1 Coffee twin pack<br>52grams X 12pcs - Php 170 - NESCAFE COFFEE 3-IN-1 ORIGINAL TWIN<br><br>- Chocolate sandwich cookies with vanilla flavored cream<br>30grams X 10pcs - Php 100 - CREAM-O COOKIES VANILLA<br><br>- Instant Spaghetti<br>60grams X 6pcs - Php 140 - NISSIN PASTA EXPRESS SWEET FILIPINO STYLES<br><br>- Instant Creamy Carbonara<br>60grams X 6 pcs - Php 160 - NISSIN PASTA EXPRESS CREAMY CARBONARA<br><br>- Luncheon Meat Chicken<br>360grams - 2 cans - Php140 each - PUREFOODS LUNCHEON MEAT CHICKEN 360G<br><br>- Tuna Flakes in Oil<br>155grams - 4 cans - Php 50 each - CENTURY TUNA FLAKES IN OIL 155G<br><br>- Powdered Milk<br>33grams X 10pcs - Php 170 - ALASKA POWDERED MILK PLAIN 33G<br><br>- Corned Beef | 1,535.00  | 383,750.00 |
| Youth Participation incentives for the use of Local Youth Development Office |      |     |  |           |            |

|                         |                      |                       |
|-------------------------|----------------------|-----------------------|
| Control No. <b>4595</b> | <b>GRAND TOTAL :</b> | <b>Php 383,750.00</b> |
|-------------------------|----------------------|-----------------------|

**Total Amount in Words** Three Hundred Eighty-three Thousand Seven Hundred Fifty Pesos 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,

|   |   |
|---|---|
| <b>Conforme :</b><br><br><u>ROBERT A. GUILLERMO</u><br><i>(Signature over printed name of Supplier)</i><br><u>7/14/23</u><br>Date | <u>VICTOR MA REGIS N. SOTTO</u><br><i>(Authorized Official)</i><br>City Mayor |
|---|---|

|  |   |   |
|--|---|---|
| Requisitioning Office/ Dept. :<br><br><br><b>COLLEEN GAIL A. DE GUZMAN</b><br><i>(Authorized Official)</i> | Funds Available :<br><br><br><b>JUVY A. CUENCO</b><br><i>Chief Accountant</i> | Amount : <u>₱ 383,750.00</u><br>OBR No. : <u>100-2023-05</u><br><u>6048-1011-1147</u> |
|--|---|---|



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Agency Name

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P.O. No. : 23-07-0358

Address : 514-C Natividad St.Zone 8 Brgy. 063, District 2, Pasay City

Date : 07/04/2023

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Delivery Term : 15 Calendar Days

Date of Delivery : -

Payment Term : within 45 days upon completion of delivery

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|--|------|-----|---|-----------|--------|
|  |      |     | 175grams - 4cans - Php 50 each - PUREFOODS STAR CORNED BEEF 175G<br><br>w/ plastic bag for each packs<br>width: 15 inches<br>depth: 7 inches<br>lenght: 26 inches - ALX PLASTIC BAG<br><br>* Purchase Order shall coverall the items found in the Request for Quotation, Terms of Reference/ Technical Specification, and Bid Bulletin/s, if any<br><br>***** Nothing Follows ***** |           |        |
| Youth Participation incentives for the use of Local Youth Development Office |      |     |   |           |        |

Control No. **4595**

GRAND TOTAL : **Php 383,750.00**

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Very truly yours,

Conforme :

ROBERT A. GUILLERMO

(Signature over printed name of Supplier)

7/14/23

Date

VICTOR MA REGIS N. SOTTO  
(Authorized Official)

City Mayor

Requisitioning Office/ Dept. :

COLLEEN GAIL A. DE GUZMAN  
(Authorized Official)

Funds Available :

JUVY A. CUENCO  
Chief Accountant

Amount : ₱ 383,750.00

OBR No. : 100-2023-05  
0048-1011-147