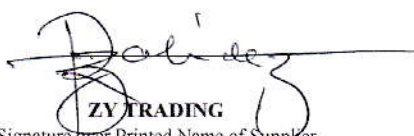
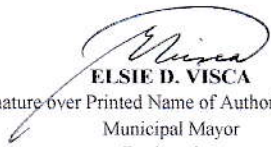


PURCHASE ORDER
Municipal Government of Santa Fe, Romblon
LGU

Supplier : ZY TRADING Address : Alcantara, Romblon TIN : _____			P.O. No. : 2021-12-0105 Date : December 14, 2021 Mode of Procurement : Public Bidding PR No./s : 2021-09-0172/ August 28, 2021		
Gentlemen: Please furnish this Office the following articles subject to the terms and conditions contained herein:					
Place of Delivery : Municipal Hall - Poblacion, Santa Fe, Romblon Date of Delivery : December 17, 2021 to January 28, 2021			Delivery Term : Deliver at the Mun. Hall Payment Term : Check		
Stock No.	Unit	Description	Quantity	Unit Cost	Amount
2021-1426-1011	reams	COUPON BOND, 70gsm, subs.20, A4	120	205.00	24,600.00
2021-1427-1011	reams	COUPON BOND, 70gsm, subs.20, legal	10	210.00	2,100.00
2021-1428-1011	reams	COUPON BOND, 70gsm, subs.20, letter	491	195.00	95,745.00
2021-1429-1011	bottles	PRINTER INK, black, 003	117	325.00	38,025.00
2021-1430-1011	bottles	PRINTER INK, black, 004	85	440.00	28,600.00
2021-1431-1011	unit	PLASTIC CABINET with 5 drawers ➤ 40x60x111cm	2	2,500.00	5,000.00
(Total Amount in Words): One Hundred Ninety Four Thousand Seventy Pesos					194,070.00
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:			Very truly yours,		
 ZY TRADING Signature over Printed Name of Supplier			 ELSIE D. VISCA Signature over Printed Name of Authorized Official Municipal Mayor Designation		
_____			_____		
Date			Date		
(In case of Negotiated Purchase pursuant to Section 369 (a) of RA 7160, this portion must be accomplished.)					
Approved per Sanggunian Resolution No.: _____					
Certified Correct:					
N/A			_____		
Secretary to the Sanggunian			Date		