



PURCHASE ORDER

BUREAU OF THE TREASURY

Intramuros, Manila

Telefax No.: 524-7008

Appendix 61



Supplier :	VIVA SALES ENTERPRISES	P.O. No. :	2024-07-0119
Address :	1739-1741 Oroquieta St. Sta. Cruz, Manila	Date :	July 09, 2024
Contact No.:	82547471; 82547475	Mode of Procurement :	Negotiated Procurement
Email Add.:	vse06@yahoo.com		
TIN:	103-919-881-000		

Gentlemen:

Please proceed with the Supply and Delivery of Various Glass Door Fittings in the amount of Php51,500.00 (VAT inclusive) following the terms and conditions contained herein:

Place of Delivery :	Ayuntamiento Building, Intramuros, Manila	Delivery Term:	Within Thirty (30) calendar days from the receipt of approved PO
Date of Delivery:	-	Payment Term :	30 days

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
	lot	SUPPLY AND DELIVERY OF VARIOUS GLASS DOOR FITTINGS, composed of the following:	1	-	-
	units	Glass Door Top Patch	5	1,400.00	7,000.00
	units	Glass Door Bottom Patch	5	1,400.00	7,000.00
	units	Glass Door Floor Hinges, Offer: GMT	5	7,000.00	35,000.00
	units	Door Stopper	20	125.00	2,500.00
		---Nothing Follows---			
		Reference: PR No. 2024-05-0198 For the FMD			
		TOTAL			51,500.00

(Total Amount in Words): FIFTY-ONE THOUSAND FIVE HUNDRED PESOS AND (00/000)

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,

Signature over Printed Name of Supplier

ATTY. RAYMUNDO U. TAN (Sgd.)

Signature over Printed Name of Authorized Official

Date

Director III, Administrative Service
Designation

Fund Cluster : _____

Funds Available : _____

ROWENA R. GAMBA (Sgd.)

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

ORS/BURS No. : _____

Date of the ORS/BURS: _____

Amount : _____