

PURCHASE ORDER
Supplier: ECO-HYGIENE INSTITUTIONAL SALES, CORPORATION
P.O. 040-22
Address: Mandaluyong City
Date: June 17, 2022

Mode of Procurement: Bidding

Department: Admin

Section: FPD

Sir/Madam:

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

Place of Delivery: PICC

Delivery Period: 7 calendar days

Department: ADM

Payment Terms: within 3 weeks

Section: FPD

Item No.	Unit	Description	Qty.	Unit Cost	TOTAL PRICE
1	packs	INTERFOLDED PAPER TOWEL X-X-X-X-X-X	5,010	₱25.00	₱125,250.00 VAT Inclusive

 (Total Amount in Words) **ONE HUNDRED TWENTY-FIVE THOUSAND TWO HUNDRED FIFTY PESOS** ₱125,250.00

In case of failure to make the full delivery within time specified above, a penalty one-tenth (1/10) of one percent (1%) the cost of the undelivered goods for every day of delay, as liquidated damages until such goods are finally delivered and accepted

Very truly yours:

ROBERTO A. GARCIA
 Deputy General Manager

Conforme:


Lyza Dela Cruz

(Signature over Printed Name of Supplier)

June 21, 2022

Date

Funds Available

*Janitorial and Housekeeping
 Supplies Inventory ₱125,250-*
Susan M. Galang
 Cost Control & Budget Officer

P.R. No. ADM-FPD-2022-02-005
ABC - ₱195,390.00