

MUNICIPALITY OF GINATILAN  
 Standard Form Number: SF-GOODS-58

Project Reference Number: 2024-15  
 Name of Project: Room Rental

Revised on: May 24, 2004  
 Standard Form Title: **Purchase Order**

Location of Project: Ginatilan, Cebu

**PURCHASE ORDER**  
 Municipality of Ginatilan  
 Procuring Entity

Supplier: DONQUE'S MOUNTAIN RESORT P.O. No. 100-24-03-03C  
 Address: Suba, Samboan, Cebu Date 6-15-24  
 E-mail Address: \_\_\_\_\_ Mode of Payment \_\_\_\_\_  
 Telephone No. \_\_\_\_\_  
 TIN \_\_\_\_\_  
 Gentlemen: \_\_\_\_\_


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

Place of Delivery \_\_\_\_\_ Delivery Term \_\_\_\_\_  
 Date of Delivery \_\_\_\_\_ Payment Term \_\_\_\_\_

STOCK NO.	UNIT	ITEM DESCRIPTION	QTY.	UNIT COST	TOTAL COST
	unit	Room Accommodation	lumpsum	100,000.00	100,000.00
				<b>TOTAL</b>	<b>₱ 100,000.00</b>

AMOUNT IN WORDS: One Hundred Thousand Pesos Only

In case of failure to make full delivery within the time specified above, a penalty of one (1/10) of one (1) percent for every day of delay shall be imposed.

Very truly yours,  
  
 ROY VINCENT P. SINGCO  
 Municipal Mayor

Conforme: FERMIN DONQUE  
 Signature over Printed Name of Supplier  
 Date: \_\_\_\_\_

JOAN F. NARVASA  
 Municipal Accountant

ALOBS No.  
 Amount Php