



PURCHASE ORDER

Supplier: <u>Box Office and General Merchandise</u>	P.O. No.: <u>2022-02-003</u>
Address: <u>Moreno Street</u>	Date: <u>2/10/2022</u>
TIN: <u>315-627-337-000</u>	PR No: <u>PR-2021-10-647</u>
Mode of Procurement: <u>Shopping</u>	Date: <u>8/24/2021</u>

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

Place of Delivery: <u>SHFC Daet Regional Office</u>	Delivery Term: <u>FOB Destination</u>
Date of Delivery: <u>Check on delivery</u>	Payment Term: <u>Check on Delivery</u>

Stock No	Unit	Description	Quantity	Unit Cost	Amount
A-000-004	Piece	Ballpen, Black - 1box black 1box blue	2.00	72.00	144.00
A-000-007	Piece	Blades Cutter - 1 tube	1.00	50.00	50.00
A-000-021	Piece	Calculator 14-Digit - DM-14	4.00	875.00	3500.00
A-000-048	Piece	Data Filer Box - W125 H230 L400mm, chipboard	12.00	115.00	1380.00
A-000-061	Piece	Envelope Ordinary Brown Legal	50.00	3.00	150.00
A-000-063	Piece	Envelope Expanding Kraft - Legal	24.00	12.50	300.00
A-000-066	Piece	Eraser Blackboard - (Whiteboard eraser)	2.00	25.00	50.00
A-000-075	Piece	Folder Fancy Legal - White folder Legal	50.00	5.00	250.00
A-000-089	Piece	In and Out Tray - 3-tray	4.00	725.00	2900.00
A-000-100	Piece	Marker, Whiteboard Black - 4pcs black, 2pcs blue, 2pcs red	8.00	63.00	504.00
A-000-103	Piece	Marker, Permanent Black - 2pcs black, 1pc blue, 1pc red	4.00	41.00	164.00
A-000-114	Piece	Packaging Tape - 3"	3.00	45.00	135.00
A-000-121	Piece	Pencil w/ eraser - 10pcs/box	1.00	95.00	95.00
A-000-124	Piece	Pencil Sharpener - Heavy Duty	1.00	300.00	300.00
A-000-128	Piece	Puncher - with two whole guide	1.00	450.00	450.00
A-000-129	Piece	Push Pin	1.00	25.00	25.00
A-000-133	Piece	Record Book 300 pages	3.00	49.00	147.00
A-000-143	Piece	Rechargeable Battery AAA	4.00	80.00	320.00
A-000-149	Piece	Scissors - blade length 65mm	2.00	55.00	110.00
A-000-150	Piece	Scotch Tape 1" - 0	5.00	19.50	97.50
A-000-156	Piece	Stapler Heavy Duty, Standard Type - Loading Capacity 200 staples	4.00	528.50	2114.00
A-000-158	Piece	Stamp Pad Ink - HBW	2.00	18.00	36.00
A-000-159	Piece	Stamp Pad - No. 4	1.00	25.00	25.00

Funded by:
BUR # M-221-0200
Dated: 03/08/2022

Total Amount in Words: <u>Twenty Four Thousand Five Hundred Ten And 50/100 Pesos Only</u>	24,510.50
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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. Note: This is to approve the BAC recommendation 308, S. 2021 for the use of Alternative Mode of Procurement under sec. 52.1(b) of IRR of RA9184 and award of contract to above mentioned supplier.

Conforme:

Signature over Printed Name of Supplier

Date

Very truly yours,
ATTY. ARNOLFO M. CORDO B. CABLING

Authorized Official

Funds Available:

DANTE M. ANABE
Chief Accountant



Kaagapay ng Komunidad sa Maginhawang Pamumuhay



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Stock No	Unit	Description	Quantity	Unit Cost	Amount
A-000-164	Piece	Tape Dispenser - 3"	1.00	85.00	85.00
A-000-421	Piece	Cork Board - 2'x3'	1.00	750.00	750.00
A-000-427	Piece	Whiteboard - 2'x4'	1.00	1100.00	1100.00
A-000-427	Piece	Whiteboard - 4'x8'	1.00	4300.00	4300.00
A-000-427	Piece	Whiteboard - 2'x3'	1.00	975.00	975.00
A-001-048	Piece	Highlighter - Flex Office	16.00	24.50	392.00
A-001-161	Piece	Manifying glass - Manifying Glass 10x40mm	1.00	40.00	40.00
A-001-431	Piece	Binder Clip - 1" box	2.00	27.00	54.00
A-001-431	Piece	Binder Clip - 1 1/4" / box	2.00	36.00	72.00
A-001-517	Piece	Scientific Calculator - FX-991 ES Plus Calculator	1.00	1275.00	1275.00
A-001-544	Piece	Table Organizer	5.00	375.00	1875.00
A-001-559	Piece	Post it/Sticky film index - Sticky Notes	2.00	87.00	174.00
A-001-686	Set	Metal Sheet Cutter	2.00	86.00	172.00

Funded by:
BUR # 221-0200
Dated: 03/08/2022

Total Amount in Words: Twenty Four Thousand Five Hundred Ten And 50/100 Pesos Only 24,510.50

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Conforme:

<p>_____ Signature over Printed Name of Supplier</p> <p>_____ Date</p>	<p style="text-align: center;">Very truly yours, ATTY. ARNOLFO R. CAYADO B. CABLING _____ Authorized Official</p>
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Funds Available:

DANTE MANABE
 Chief Accountant