



PURCHASE ORDER

Tabaco City
LGU

Supplier	TABACO GOOD LUCK ENTERPRISES	P.O No.:	20-0410
Address	TABACO CITY	Date:	7/02/2020
		Mode of Procurement:	SHOPPING B
		PR No./s	20-06-0504

Gentlemen:

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

Place of Delivery:	LGU-TABACO CITY - GENERAL SERVICES OFFICE	Delivery Term:	
Date of Delivery:		Payment Term:	3 weeks

Item No.	Qty	Unit	DESCRIPTION	Unit Cost	Amount (Php)
1	50	pcs	Ballpen, Blue, 0.5, Ordianry (Amspec)	14.96	748.00
2	15	box	Clip, Backfold, 25mm, 12pcs per box (Diamond)	71.00	1,065.00
3	15	box	Clip, Backfold, 32mm, 12pcs per box (Diamond)	98.00	1,470.00
4	15	box	Clip, Backfold, 50mm, 12pcs per box (Diamond)	113.00	1,695.00
5	50	pcs	Correction Tape, 8m (Joy)	39.00	1,950.00
6	4	unit	Calculator, Electronic, 12 Digits Cap (Casio)	515.00	2,060.00
7	1	box	Envelope, Expanding, Kraftboard, Legal Size, 100pcs/box (Advance)	1,070.00	1,070.00
8	10	pcs	Easer, Rubber (HBW)	14.75	147.50
9	15	box	Fastener, Metal, 50sets per box (Joy)	64.00	960.00
10	1	box	Folder, Pressboard, Legal, 100pcs/box (Prime)	1,430.00	1,430.00
11	1	pack	Folder, Tboard, Legal, 100pcs (System)	634.00	634.00
12	20	bottle	Glue, All Purpose, Liquid, 100ml min. (HBW)	30.00	600.00
13	5	roll	Tape, Masking, 24mm (Crocodile)	46.00	230.00
14	10	roll	Tape, Transparent, 24mm (Crocodile)	19.50	195.00
15	10	roll	Tape, Transparent, 48mm (Crocodile)	44.00	440.00
16	2	roll	Tape, Double-Sided Adhesive, 24mm (Crocodile)	33.50	67.00
17	10	box	Paper Clip, Gem Type, 48mm (Prince)	24.00	240.00
18	10	box	Paper Clip, Gem Type, 32mm (Prince)	16.00	160.00
19	20	ream	Paper, 80gsm, A4 (Advance)	224.00	4,480.00
20	30	ream	Paper, 80gsm, 8x11 (Advance)	215.00	6,450.00
21	30	ream	Paper, 80gsm, Legal (Advance)	254.00	7,620.00
22	5	pcs	Ruler, Plastic, 450mm (Prince)	8.75	43.75
23	15	box	Staple Wire, Standard, #35 (Prince)	35.40	531.00
24	3	pair	Scissors, 8"	80.00	240.00
25	3	pcs	Stapler, Standard Type, Load Cap, 200 Staples min, with Staple Remover	143.00	429.00
26	1	unit	Stapler, Binder Type, Heavy Duty (China)	1,980.00	1,980.00
27	5	box	Push Pin, Assorted Colors (HBW)	25.00	125.00
28	50	pad	Daily Time Record, 100pcs/pad (Vanda)	25.00	1,250.00
29	5	pcs	Flash Drive, 64GB (Kingston)	980.00	4,900.00
30	20	bottle	Ink Cart, EPSON C12T664100 (T6641), Black	318.00	6,360.00
31	10	bottle	Ink Cart, EPSON C12T664100 (T6642), Cyan	350.00	3,500.00
32	10	bottle	Ink Cart, EPSON C12T664100 (T6643), Magenta	350.00	3,500.00
33	10	blttoe	Ink Cart, EPSON C12T664100 (T6644), Yellow	350.00	3,500.00
34	10	pad	Note Pad, Stick On, 50mm x 76mm (2" x 3") min (HBW)	25.00	250.00
35	10	pad	Note Pad, Stick On, 76mm x 100mm (3" x 4") min (HBW)	48.50	485.00
36	4	unit	Toner (HP X 56)	5,000.00	20,000.00

*****nothing follows*****

DATE RECEIVED: 7/30/20
 RECEIVED BY: [Signature]
 TIME RECEIVED: 9:20

TOTAL 80,805.25

Eighty Thousand Eight Hundred Five Pesos and Twenty-Five Centavos

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

CONFORME: [Signature] Very Truly yours,

CIELO KRISSEL LAGMAN-LUISTRO

(Signature over printed name)

City Mayor

(Date)

(In case of Negotiated Purchase pursuant to section 369 (a) of RA 7160, this portion must be accomplished.)

Approved per Sangguniang Resolution No.:		Date:	
Certified Correct:			
	Secretary to the Sanggunian		