



PURCHASE ORDER

Tabaco City
LGU

Supplier	KR MIKA GENERAL MERCHANDISE	P.O No.:	20-0804
Address	TABACO CITY	Date:	10/20/2020
		Mode of Procurement:	SHOPPING B
		PR No./s	20-09-1257

Gentlemen:

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

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

Item No.	Qty	Unit	DESCRIPTION	Unit Cost	Amount (Php)
1	50	pcs	Correction Tape 6m	24.00	1,200.00
2	30	pack	DTR Form (for J.O. Personnel, 100pcs)	24.50	735.00
3	15	pcs	Flash Drive 16GB	399.00	5,985.00
4	2	pcs	External Hard Drive 1TB	4,450.00	8,900.00
5	1	box	Envelope, Legal Size (50pcs)	495.00	495.00
6	1	box	Envelope, A4 Size (50pcs)	595.00	595.00
7	20	pcs	Envelope, Expanding, Plastic	39.00	780.00
8	2	box	Clip, Back Fold, 25mm, 12pcs/box	19.00	38.00
9	2	box	Clip, Back Fold, 50mm, 12pcs/box	49.00	98.00
10	2	box	Clip, Back Fold, 32mm, 12pcs/box	34.00	68.00
11	1	box	Envelope, Expanding, Krafboard (Legal Size) 50pcs/box	795.00	795.00
12	8	box	Fastener, Plastic 70mm b/w Prongs 100set/box	74.00	592.00
13	1	box	Folder, Pressboard Size 240mm x 370, 50pcs/box	790.00	790.00
14	40	pcs	Folder, Tagboard, Expanding, Legal Size	24.00	960.00
15	2	jars	Glue, All Purpose 200grams	56.00	112.00
16	2	pcs	Whiteboard Marker	19.00	38.00
17	5	box	Paper Clip, 32mm Plastic Coat, 100pcs/box	19.00	95.00
18	50	pcs	Pencil #2	9.00	450.00
19	20	pcs	Ruler	8.00	160.00
20	1	pcs	Puncher, Heavy Duty	490.00	490.00
21	1	pcs	Tape, Dispenser, Heavy Duty	118.00	118.00
22	4	pcs	Stamp Pad	65.00	260.00
23	4	pcs	Stamp Pad Ink (Assorted Color, 50ml)	56.00	224.00
24	150	pcs	Ballpen (50pcs, Black, 50pcs Blue, 50pcs Red)	9.00	1,350.00
25	10	pcs	Marker (Permanent Ink (Black and Blue)	14.00	140.00
26	50	reams	Bond Paper, Multi-Copy, 80grs Legal, 20/70gsm	239.00	11,950.00
27	45	reams	Bond Paper, Letter Size, 20/70gsm	215.00	9,675.00
28	25	reams	Bond Paper, A4 Size, 20/70gsm	225.00	5,625.00
29	10	box	Staper Wire (No. 35, 5000pcs/box)	39.00	390.00
30	15	roll	Tape, Transparent, 24mm	18.50	277.50
31	5	roll	Tape, Transparent, 48mm	29.00	145.00
32	4	roll	Tape, Packaging, 48mm	24.00	96.00
33	5	pcs	Computer Mouse Wire Type	445.00	2,225.00
34	5	pcs	Computer Keyboard Wireless	585.00	2,925.00
35	10	pcs	Mouse Pad	99.00	990.00
36	70	bottle	Computer Ink (Continuous), Assorted T664 ltr, 70ml	295.00	20,650.00
37	11	pcs	Cartridge, HP Deskjet Ink (704), Assorted Color	380.00	4,180.00
38	4	pcs	Cannon IP, 2770 Black	990.00	3,960.00
39	8	pcs	Computer Ink, MFC J3520 Assorted Color	990.00	7,920.00
40	2	pcs	Cannon IP, 2770, Colored	250.00	2,500.00
41	6	bottle	Dishwashing Liquid 250ml/Powder Soap 500g	97.00	582.00
42	20	pack	Toilet Tissue 2ply, 6rolls pack	89.00	1,780.00
43	2	can	Air Freshener/Disinfectant Spray, 220g	195.00	390.00
44	25	each	Battery Size AA	49.00	1,225.00
45	25	each	Battery Size AAA	49.00	1,225.00
46	35	bottle	Alcohol, Rubbing, 70%, 500ml	79.00	2,765.00
			nothing follows		-
TOTAL					106,943.50

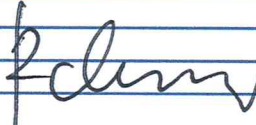

One Hundred Six Thousand Nine Hundred Forty-Three Pesos and Fifty Centavos

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



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CONFORME:	Very Truly yours,		
			
(Signature over printed name)	NESTOR J. SAN PABLO		
(Date)	Acting City Mayor		
(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		