



PURCHASE ORDER

Tabaco City
LGU

Supplier	TABACO GOOD LUCK ENTERPRISES	P.O No.:	22-03-0087
Address	TABACO CITY	Date:	MAR 22 2022
		Mode of Procurement:	SHOPPING B
		PR No./s	22-03-0087

Gentlemen:

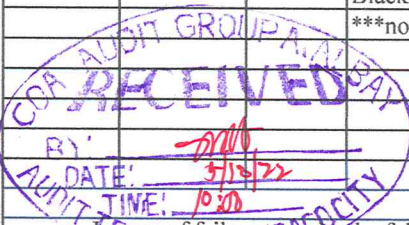
Please furnish this office the following articles subject to the terms and conditions contained herein:

Place of Delivery:	LGU-TABACO CITY -	URBAN & RURAL POOR AFFAIRS OFFICE	Delivery Term:	30 cd
Date of Delivery:			Payment Term:	3 weeks

Item No.	Qty	Unit	DESCRIPTION	Unit Cost	Amount (Php)
----------	-----	------	-------------	-----------	--------------

Supply & Delivery of Office Supplies for Office Use

1	1	box	Ballpen, Ordinary, 0.5, Black, 50pcs	465.00	465.00
2	4	box	Sign Pen, Black/Blue, 0.7mm, 12pcs	535.00	2,140.00
3	10	ream	Bond Paper, Short	244.00	2,440.00
4	20	ream	Bond Paper, Long	284.00	5,680.00
5	15	ream	Bond Paper, A4	255.00	3,825.00
6	5	ream	Bond Paper, A3	516.00	2,580.00
7	10	pcs	Correction Tape, 8m x 5mm	46.00	460.00
8	2	box	Highlighter, 10pcs/box	591.00	1,182.00
9	1	pc	Rack Organizer, 3 Tier, A4, Printer Papers	577.00	577.00
10	3	roll	Tape, Transparent, 48mm, 2", 50m	61.00	183.00
11	4	roll	Double Sided Adhesive Tape, 1 inch, 10m	41.00	164.00
12	2	box	Pencil, #2, 12pcs	110.00	220.00
13	5	pcs	Permanent Marker, Black, Ordinary, Broad Type	46.00	230.00
14	5	pcs	Whiteboard Marker, Black, Ordinary Broad Type	49.50	247.50
15	7	jar	Glue, All Purpose in Jar with Applicator, 130gms	88.50	619.50
16	80	pcs	Folder, Pressboard, Long, 39mm, Expansion	25.50	2,040.00
17	3	box	Envelope, Expanding Brown, Long, 25pcs	573.00	1,719.00
18	1	box	Envelope, Doc., Short, 100pcs	803.00	803.00
19	1	box	Envelope, Doc., Long, 100pcs	918.00	918.00
20	20	roll	Tape, masking, 24mm, 1", 50m	42.00	840.00
21	4	unit	Stapler, Standard Type, Load Cap: 200staples min	222.00	888.00
22	3	box	Push Pin, Assorted Color, 100pcs	45.00	135.00
23	5	pack	Daily Time Record, DTR, 100pcs	125.00	625.00
24	2	unit	Tape Dispenser, Heavy Duty, 24mm	187.00	374.00
25	5	unit	Calculator, Desktop, 12digits	539.00	2,695.00
26	50	bottle	EPSON Ink, 003, Black, Magenta, Cyan, Yellow, T664, Black, Magenta, Cyan, Yellow	407.00	20,350.00
			nothing follows		-



TOTAL 52,400.00

Fifty-Two Thousand Four Hundred Pesos

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
 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