



PURCHASE ORDER

Tabaco City
LGU

Supplier	TABACO GOOD LUCK ENTERPRISES	P.O No.:	22-03-0117
Address	TABACO CITY	Date:	MAR 28 2022
		Mode of Procurement:	SHOPPING B
		PR No./s	22-03-0117

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:	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	5	box	Clip, Backfold, 19mm, 12pcs/box	25.00	125.00
2	5	box	Clip, Backfold, 25mm, 12pcs/box	130.00	650.00
3	5	box	Clip, Backfold, 32mm, 12pcs/box	150.00	750.00
4	50	pcs	Correction Tape, 10m x 5mm	34.50	1,725.00
5	15	pad	Notepad Stick-On, 3 x 3, 100sheet, 12pads/pack	200.00	3,000.00
6	15	pad	DTR Form, JO Personnel	24.50	367.50
7	20	pcs	Envelope, Documentary, Short	5.75	115.00
8	19	pcs	Envelope, Documentary, Long	6.50	123.50
9	37	pcs	Envelope, Expanding, Brown, Long	24.00	888.00
10	10	pcs	Folder Pressboard, Long, 39mm, Expansion	22.00	220.00
11	10	box	Fastener, Metal, Ordinary, 50pcs/box	70.00	700.00
12	10	box	Fastener, Plastic, Ordinary, 50pcs/box	39.00	390.00
13	2	jar	Glue, All-Purpose, 130grams	28.65	57.30
14	30	ream	Bond Paper, 70gsm, Subs 20, 500 Pages, 8.5in x 11in, Short	206.00	6,180.00
15	25	ream	Bond Paper, 70gsm, Subs 20, 500 Pages, 8.5in x 13in, Legal	247.00	6,175.00
16	10	ream	Bond Paper, 70gsm, Subs 20, 500 Pages, 8.5in x 11.75in, A4	227.00	2,270.00
17	5	box	Paper Clip, 33mm, Vinyl/Plastic Coated, 100pcs/box	15.50	77.50
18	5	box	Paper Clip, 50mm, Vinyl/Plastic Coated, 100pcs/box	29.70	148.50
19	25	box	Ruler Plastic, 12", 300 Pages, 280 x 170mm	95.00	2,375.00
20	5	pcs	Ruler Plastic, 12", 300 Pages, 280 x 170mm	6.50	32.50
21	3	book	Record Book 300 Pages, 280 x 170mm	71.00	213.00
22	3	book	Record Book 500 Pages, 280 x 170mm	103.00	309.00
23	3	box	Rubber Band, 70mm, #18, 350gms	218.00	654.00
24	5	pcs	Scissor, Symmetrical/Asymmetrical, 160mm	80.00	400.00
25	10	box	Signing Pen, Black, 0.5mm, 12pcs/box	416.00	4,160.00
26	10	box	Signing Pen, Blue, 0.5mm, 12pcs/box	416.00	4,160.00
27	4	pcs	Stamp Pad Ink, Blue, 30ml	26.00	104.00
28	5	pcs	Stamp Pad Ink, Violet, 30ml	26.00	130.00
29	10	box	Staple Wire, #35, 5000pcs	35.00	350.00
30	10	pcs	Staple Wire Remover, Jaw Type, 3 x 4 x 6cm	43.00	430.00
31	5	pcs	Stapler, Standard Type, Load Cap: 200 Staples Min	112.50	562.50
32	2	roll	Tape, Masking, 24mm, 1", 50ml	40.85	81.70
33	2	roll	Tape, Masking, 24mm, 1", 25y	40.85	81.70
34	5	roll	Tape, Masking, 48mm, 2", 50m	76.50	382.50
35	2	roll	Tape Packaging, 48mm, 2", 30m	50.00	100.00
36	10	roll	Tape Transparent, 24mm, 1", 50m	17.00	170.00
37	40	pcs	Ballpen, Ordinary, 0.5, Black	8.00	320.00
38	40	pcs	Ballpen, Ordinary, 0.5, Red	8.00	320.00
39	40	pcs	Ballpen, Ordinary, 0.5, Blue	8.00	320.00
40	2	pcs	Puncher, Heavy Duty, Two Hole Guide	153.00	306.00
41	4	pcs	Cutter, Knife, 18mm, 2 x 5 x 20cm	20.00	80.00
42	3	pcs	Calculator, Desktop, 12 Digits	450.00	1,350.00
43	2	can	Air Freshener, 320ml	345.00	690.00



PURCHASE ORDER

Tabaco City
LGU

Supplier	TABACO GOOD LUCK ENTERPRISES	P.O No.:	22-03-0136
Address	TABACO CITY	Date:	MAR 28 2022
		Mode of Procurement:	SHOPPING B
		PR No./s	22-03-0117

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:	30 cd	
Date of Delivery:			Payment Term:	3 weeks	
Item No.	Qty	Unit	DESCRIPTION	Unit Cost	Amount (Php)
44	5	bottle	Dishwashing Liquid, 250ml	115.50	577.50
45	3	pcs	Dishwashing Sponge/Scouring Pads	61.75	185.25
46	20	pack	Tissue Paper, 2ply, 150pull, 12pcs/pack	119.00	2,380.00
47	10	pack	Battery, Size AA, 4pcs/pack	126.50	1,265.00
48	10	pack	Battery, Size AAA, 4pcs/pack	160.50	1,605.00
49	1	pack	Trashbag, XL, Black, 10pcs/pack	98.00	98.00
50	40	bottle	Alcohol, Rubbing, 70%, 500ml	113.00	4,520.00
51	10	bottle	Hand Sanitizer, 500ml	215.50	2,155.00
52	1	pc	Swivel Chair, with Arm Rest	3,500.00	3,500.00
			nothing follows		-
TOTAL					58,329.95

Fifty-Eight Thousand Three Hundred Twenty-Nine Pesos and Ninety-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, *[Signature]*
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

