



PURCHASE ORDER

Tabaco City
LGU

Supplier:	JADIEM SCHOOL AND OFFICE SUPPLIES DEPOT	P.O No.:	24-06-0657
Address:	P-4, SAN ROQUE, TABACO CITY	Date:	JUN 20 2024
		Mode of Procurement:	SHOPPING B
		PR No./s	24-05-0621

Contract No.: _____
 Please furnish this office the following articles subject to the terms and conditions contained herein:

Place of Delivery:	LGU-TABACO CITY -	GENDER & DEVELOPMENT OFFICE (GAD-TCLH)	Delivery Term:	15cd
Date of Delivery:			Payment Term:	3 weeks

Item No.	Qty	Unit	DESCRIPTION	Unit Cost	Amount (Php)
Supply & Delivery of Various Office Supplies for Alternative Learning Program (Tabaco City Literacy Hub)					
1	50	ream	Bond Paper, 70 GSM, Subs 20, 500pages, A4 (COPY ONE)	210.00	10,500.00
2	225	ream	Bond Paper, 70 GSM, Subs 20, 500pages, Legal (COPY ONE)	235.00	52,875.00
3	150	pack	Certificate Paper, 200 GSM, A4, 10pcs/pack (VELLUM)	37.00	5,550.00
4	23	ream	Colored Paper, Assorted, Short, 80 GSM, 250sheet/ream (AVIA)	229.00	5,267.00
5	75	set	Manila Paper, 10pcs/set (ADVANCE)	59.00	4,425.00
6	50	pad	Ruled, Pad Paper, White, 90leaves (ADVANCE)	26.00	1,300.00
7	50	box	Ballpen, Super Fine Point, 0.5mm, 12pcs/box, Black (FLEXSTICK)	174.00	8,700.00
8	15	bottle	Marker Ink refill, Permanent, 30ml with Dropper, Black (PILOT)	99.50	1,492.50
9	7	bottle	Marker, Permanent, Refillable, Fine, 12pcs/box, Black (HBW)	564.00	3,948.00
10	53	box	Pencil with Soft Eraser, #2, Medium Yellow, 12pcs/box (MONGOL)	108.00	5,724.00
11	50	pcs	Correction Tape, White, 10m x 5mm (JOY)	41.00	2,050.00
12	30	pack	Glue Stick, Small, 6pcs/pack	30.00	900.00
13	25	box	Paper Clip, 50mm, Vinyl/Plastic Coated, 100pcs/box (PRINCE)	28.50	712.50
14	25	pcs	Scissors, Symmetrical/Asymmetrical, 160mm (JOY)	74.00	1,850.00
15	25	box	Staple Wire No. 35, 5000pcs/box (MAX)	51.00	1,275.00
16	25	unit	Stapler, heavy Duty with Staple Remover (JOY)	141.00	3,525.00
17	25	roll	Tape, masking, 48mm, 2", 50m (ARMAK)	81.00	2,025.00
18	25	roll	Tape, Transparent, 24mm, 1", 50m (ARMAK)	14.75	368.75
19	25	box	Fastener, Metal, 7cm, Silver, 50set/box (SMITH)	69.00	1,725.00
20	2	pack	Folder with Tab, Legal, White, 100pcs/pack (EAGLE)	765.00	1,530.00
21	16	pcs	Glue Gun, Small (ACURA)	242.00	3,872.00
22	48	pad	Ruled, Pad Paper, Grade 2, White, 90leaves (ADVANCE)	18.25	876.00
			nothing follows		
				TOTAL	120,490.75

One Hundred Twenty Thousand Four Hundred Ninety Pesos and Seventy 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.

Approved by:	Very Truly yours,
<i>[Signature]</i>	<i>[Signature]</i>
Signature (over printed name)	CIELO KRISSEL LAGMAN-LUISTRO
Date	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.:

Authorized Correct:	Date:
Secretary to the Sanggunian	