



PURCHASE ORDER

Tabaco City
LGU

Supplier	TCL MERCHANDISE BROKERAGE INC.	P.O No.:	24-09-1210
Address	ZIGA AVE., SAN JUAN, TABACO CITY	Date:	SEP 30 2024
		Mode of Procurement:	SHOPPING B
		PR No./s	24-09-1273

Gentlemen:

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)	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 the Alternative Learning Program (Tabaco City Literacy Hub)					
1	50	ream	Bond Paper, 70GSM, Subs 20, 500pages, A4 (ADVANCE)	213.00	10,650.00
2	225	ream	Bond Paper, 70GSM, Subs 20, 500pages, Legal (ADVANCE)	238.00	53,550.00
3	150	pack	Certificate Paper, 200GSM, A4, 10pcs/pack (STERLING)	36.00	5,400.00
4	22	ream	Colored Paper, Asst'd., Short, 80GSM, 250sh/ream (AVIA)	229.00	5,038.00
5	75	set	Manila Paper, 10pcs/set (ORIONS)	58.50	4,387.50
6	50	pad	Ruled, Pad Paper, White, 90leaves (INTERMEDIATE)	27.00	1,350.00
7	50	box	Ballpen, Super Fine Point, 0.5mm, 12pcs/box, Black (HBW)	176.50	8,825.00
8	15	bottle	Marker Ink Refill, Permanent, 30ml, with Dropper, Black (PILOT)	101.00	1,515.00
9	8	bottle	Marker, Permanent, Refillable, Fine, 12pcs/box, Black (PILOT)	585.00	4,680.00
10	52	box	Pencil with Soft Eraser, #2, Medium, Yellow, 12pcs/box (MONGOL)	118.00	6,136.00
11	50	pcs	Correction Tape, White, 10m x 5mm (BIC)	41.50	2,075.00
12	30	pack	Glue Stick, Small, 6pcs/pack (HBW CLEAR)	29.00	870.00
13	25	box	Paper Clip, 50mm, Vinyl/Plastic Coated, 100pcs/box (HBW)	26.00	650.00
14	25	pcs	Scissors, Symmetrical/Asymmetrical, 160mm (HBW)	75.00	1,875.00
15	25	box	Staple Wire No. 35, 5000pcs/box (HBW)	49.00	1,225.00
16	25	unit	Stapler, Heavy Duty with Staple Remover (HBW)	140.00	3,500.00
17	25	roll	Tape, Masking, 48mm, 2", 50m (CROCODILE)	82.00	2,050.00
18	25	roll	Tape, Transparent, 24mm, 1", 50m (CROCODILE)	17.00	425.00
19	25	box	Fastener, Metal, 7cm, Silver, 50set/box (JOY)	73.50	1,837.50
20	3	pack	Folder with Tab, Legal, White, 100pcs/pack (AMAZON)	766.50	2,299.50
21	15	pcs	Glue Gun, Small (MARIO)	245.00	3,675.00
22	47	pad	Ruled, Pad Paper, Grade 2, White, 990leaves (ORION)	20.00	940.00
			nothing follows		-
			TOTAL		122,953.50

One Hundred Twenty Two Thousand Nine Hundred Fifty 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

CONFORME: Very Truly yours,

(Signature)
 (Signature over printed name) **CIELO KRISSEL BURCE LAGMAN**
 (Date) 9-30-24 *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