



PURCHASE ORDER

Tabaco City


LGU

Supplier	JADIEM SCHOOL AND OFFICE SUPPLIES DEPOT	P.O. No.:	24-12-1819 ^{pb}
Address	P-4, San Roque, Tabaco City	Date:	20 DEC 2024
		Mode of Procurement	Shopping (b)
		PR No./s	24-12-1837

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

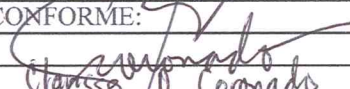

Place of Delivery:	LGU-TABACO	CITY MAYOR'S OFFICE (MO)	Delivery Term:	10 cd
Date of Delivery				Payment Term: 3 Weeks

Project Name			Unit Cost	Amount (Php)
Supply & Delivery of Various Office Supplies				
Item No.	Qty	Unit	DESCRIPTION	
1	100	ream	210.00	21,000.00
				Bond Paper 70gsm, Subs 20, 500pages, White, A4 (ADVANCE)
2	100	ream	235.00	23,500.00
				Bond Paper 70gsm, Subs 20, 500pcs, White, Legal (ADVANCE)
3	100	ream	200.00	20,000.00
				Bond Paper 70gsm, Subs 20 500pages, White, Short (ADVANCE)
4	12	pad	41.00	492.00
				Reimbursement Expense Receipt (RER Form) (ADVANCE)
5	12	pad	34.00	408.00
				Sticky Note, 3 x 4, Neon Color, 10sheet/pad (JOY)
6	1	pc	360.00	360.00
				Glue Gun, Big, 12mm (MIYAGI)
7	3	pcs	39.00	117.00
				Glue Stick, Big, 12mm, 4pcs/pack (MIYAGI)
8	1	box	56.00	56.00
				Gun Tacker Wire, 10 x 11.3 x 0.7mm, 1000pcs (INGCO)
9	1	pc	865.00	865.00
				Gun Tacker , Heavy Duty, R23-1008F, 10 x 11.3 x 0.7mm (INGCO)
10	12	jar	49.00	588.00
				Office Paste, White, Easy to Use with Plastic Flat Spoon, 200gm (QUALITEX)
11	1	box	35.00	35.00
				Push Pin, Assorted Color, 100pcs/box (JOY)
12	1	pc	69.00	69.00
				Staple Wire Remover, Plier, Metal (JOY)
13	12	pcs	128.00	1,536.00
				File Z Folder, 2 Holes (JOY)
14	2	pcs	1,245.00	2,490.00
				Office Desk Drawer Organizer, 5 Layers (JOY)
Total				71,516.00

COA AUDIT GROUP ANALYST
RECEIVED
 BY: 
 DATE: JAN 14 2025
 8:43
 MRS. BURCE LAGMAN
 CITY MAYOR

Seventy-One Thousand, Five Hundred Sixteen 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 impose.

CONFORME:  Charissa D. Coronado (Signature over printed name) (Date) 12-20-24	Very Truly yours,  CIELO KRISSEL BURCE LAGMAN City Mayor
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(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 of the Sanggunian