PURCHASE ORDER

Tabaco City
LGU

Supplier	**JADIEM SCHOOL AND OFFICE SUPPLIES DEPOT**	P.O No.:	25-03-0337
Address	**P-4 SAN ROQUE, TABACO CITY**	Date:	MAR 2 1 2025
		Mode of Procurement:	**SHOPPING B**
		PR No./s	**25-03-0276**

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:	10cd
Date of Delivery:		Payment Term:	3 weeks

Item No.	Qty	Unit	DESCRIPTION	Unit Cost	Amount (Php)
			Supply & Delivery of Various Office Supplies for Tabaco City Literacy Hub		-
1	140	ream	Bond Paper, 70gsm, Subs 20, 500pages, A4, 8.25 x 11.75inches **(ADVANCE)**	210.00	29,400.00
2	140	ream	Bond Ppaer, 70gsm, Subs 20, 500pages, Legal, 8.5 x 13inches **(ADVANCE)**	230.00	32,200.00
3	58	box	Ballpen, Super Fine Point, 0.5mm, 12pcs/box, Black **(HBW)**	132.00	7,656.00
4	24	ream	Certificate Paper, A4, 200gsm, 100pcs/pack **(VELLUM)**	340.00	8,160.00
5	25	ream	Certificate Paper, 200gms, Legal, 100pcs/pack **(VELLUM)**	410.00	10,250.00
6	140	ream	Colored Paper, Assorted, Long, 80gsm, 250sheet/ream **(TM)**	240.00	33,600.00
7	69	pack	Manila Ppaer, 36 x 48in, 170gms, 3pcs/pack **(ADVANCE)**	16.50	1,138.50
8	69	bottle	Marker Ink Refill, Permanent, 30ml, with Ink Dropper, Black **(HBW)**	95.00	6,555.00
9	17	box	Marker, Permanent, Super Color Marker, Fast-Drying, Fine Type, 12pcs/box, Black **(HBW)**	528.00	8,976.00
10	70	bottle	Glue All-Purpose, Non-Toxic, 240gms **(ELMERS GLUE)**	127.00	8,890.00
11	70	roll	Tape, Masking, 24mm (1"), 25y **(ARMAK)**	39.00	2,730.00
			nothing follows		-
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				TOTAL	**149,555.50**

One Hundred Forty Nine Thousand Five Hundred Fifty Five 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,

Clarisse B. Coronado
(Signature over printed name)

CIELO KRISEL BURCE LAGMAN
City Mayor

(Date) 03-21-25

(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