

PURCHASE ORDER

Supplier : **KAC GENERAL MERCHANDISE AND CATERING SERVICES**

P.O. Number: **2022041552**

Address : **PRK. 3, TABA, CARMEN, DAVAO DEL NORTE**



20220320887F77C516C6

PhilGEPS Registration No. : **172984**
Tel./Fax No. : **0924864753**
Registration Certificate : **DTI**

Date : **Apr 13, 2022**
Mode of Procurement : **Shopping B**
P.R. No. : **2022032088(Regular Purchase)**

Req. Office : **Office of the Secretary to the Sangunian**

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

Date of Delivery : _____ Payment Term : **ON ACCOUNT**

Delivery Term: **2 Calendar Days**

Place of Delivery : **PGSO Warehouse**

I.N.	Quantity/Unit	Item	Unit Cost	Amount
1	50.00 PCS	EXPANDED ENVELOPE LONG (BRANDED)	42.00	2,100.00
2	50.00 PCS	FOLDER WHITE W/ PLASTIC FRONT COVER LONG (BRANDED)	50.00	2,500.00
3	50.00 PCS	ENVELOPE PLASTIC LONG (BRANDED)	46.00	2,300.00
4	35.00 BOXS	BALL POINT PEN BP-S FINE BLACK 25's (BRANDED)	210.00	7,350.00
5	35.00 BOXS	BALL POINT BP-S FINE BLUE 25's (BRANDED)	210.00	7,350.00
6	35.00 BOXS	BALL POINT PEN BP-S FINE RED 25's (BRANDED)	210.00	7,350.00
7	50.00 PCS	NOTEBOOK STENOGRAPHER'S, WHITE BOND, 40 LVS (BRANDED)	80.00	4,000.00
8	50.00 BOXS	PAPER BOOK (LONG) 5'S 70 GSM, HIGH WHITE (BRANDED)	740.00	37,000.00
9	50.00 BOXS	PAPER BOOK (SHORT) 5'S 70 GSM HIGH WHITE (BRANDED)	700.00	35,000.00
10	50.00 PCS	BOOK RECORD #85 500 PAGES HARD BOUND (BRANDED)	36.00	1,800.00
11	50.00 PACKS	PAPER PHOTO, HIGH GLOSS, A4, 25 PCS/PACKS	144.00	7,200.00
12	25.00 PACKS	TISSUE, PAPER 48ROLLS (BRANDED)	370.00	9,250.00
			Sub-Total :	123,200.00

FOR OFFICE USE

GRAND TOTAL : **₱ 132,320.00**

Grand Total Amount in Words : **ONE HUNDRED THIRTY-TWO THOUSAND THREE HUNDRED TWENTY AND XX / 100**

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.

I hereby conform that **NOTICE TO DELIVER** shall be served to the PLACE OF DELIVERY stated herein three (3) days before the actual delivery of the item/s covered by this Purchase Order.

Conforme :

Aileen D. Zulueta

(Signature over printed name)

04/20/22

(Date)

Very truly yours,

By the Authority of the Governor:
GALE GUADALUPE G. MORTILLERO, MSLRG, MHRM
Assistant Provincial Administrator (Administration)

EDWIN I. JUBAHIB
Governor

NOTE: This is an important paper and will cause great inconvenience if lost. Claim for payment from the Provincial Treasurer supported by this form to be attached to the voucher.

ALEJANDRO R. OMILA JR.

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Place of Delivery : **PGSO Warehouse**

I.N.	Quantity/Unit	Item	Unit Cost	Amount
13	9.00 BOTS	COMPATIBLE EPSON INK T6641	240.00	2,160.00
14	9.00 BOTS	COMPATIBLE EPSON INK T6642	240.00	2,160.00
15	10.00 BOTS	COMPATIBLE EPSON INK T6643	240.00	2,400.00
16	10.00 BOTS	COMPATIBLE EPSON INK T6644	240.00	2,400.00

Remarks :
2 CAL. DAYS(1) DELIVERY OF ITEMS SHALL BE TWO (2) DAYS AFTER THE RECEIPT OF PURCHASE ORDER

2) ALL ITEMS MUST BE COMPLETELY FILLED OUT AND QUOTED

Green Procurement Terms and Conditions

MULTICOPY PAPER

1. The supplier shall supply paper which is at least Elemental Chlorine Free (ECF).
2. Wrapping by rean should be made of at least 50% biodegradable material, no 100% single-use plastic wrapping. For bulk orders, carton box shall be used for packing.

RECORD BOOKS

1. The supplier shall supply paper which is at least Elemental Chlorine Free (ECF).
2. There shall be no individual wrapping of items upon delivery. If bulk, carton box shall be used for packing.

TOILET PAPER

1. The supplier shall supply paper which is at least Elemental Chlorine Free (ECF).
2. The core as well as any paper wrapping and carton box packing must be strong enough for storage and transit.

The award is based on Abstract No. **0420221783** dated **April 05, 2022** under Quotation No. **20222168C** opened on **March 31, 2022**

Sub-Total : 9,120.00

FOR OFFICE USE

GRAND TOTAL : **₱ 132,320.00**

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Aileen D. Zulueta

(Signature over printed name)

04/20/22

(Date)

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[Signature]
GALE GUADALUPE G. MORTILLERO, MSLRG, MHRM
Assistant Provincial Administrator (Administration)
EDWIN I. JUBAHIB
Governor

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ALEJANDRO R. OMILA JR.