



PURCHASE ORDER

Supplier : **Prince Educational Supply**

Address : **132 Bolton Street Davao City**

PhilGEPS Registration No. : **200808219511619472541**

Tel./Fax No. : **09074238783**

Registration Certificate : **DTI**

P.O. Number: **2023103649**



O20231036496A0F07CBF

Date : **Oct 04, 2023**

P.R. No. : **2023095310**

Procurement mode: **Shopping B (Regular Purchase)**

Req. Office : **Provincial General Services Office**

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

Date of Delivery : _____ Payment Term : **ON ACCOUNT** Delivery Term: **7 Calendar Days**
 Place of Delivery : **PGSO Warehouse**

I.N.	Quantity/Unit	Item	Unit Cost	Amount
1	210.00 REAM	PAPER BOOK, SIZE 8.5" X 13" LONG SIZE, SUBS. 20, 80GSM, HIGH QUALITY S.20	219.50	46,095.00
2	1.00 REAM	PAPER LAID, CREAM COLOR, 8.5" X 11" SHORT SIZE, 100GSM, 500 SHEETS PER REAM 90	795.00	795.00
3	1.00 REAM	PAPER LAID, PINK COLOR, 8.5" X 11" SHORT SIZE, 100 GSM, 500 SHEETS PER REAM 90 GSM	795.00	795.00
4	150.00 PCS	CERTIFICATE HOLDER 216mm x 279mm, 8.5" x 11" SHORT SIZE WITH PLASTIC COVER, COMES WITH (2) TWO HANGERS FOR PORTRAIT OF LANDSCAPE ORIENTATION	37.50	5,625.00

Green Procurement Terms and Conditions

MULTICOPY PAPER
 1. The supplier shall supply paper which is at least Elemental Chlorine Free (ECF).

PROCUREMENT OF ADDITIONAL OFFICE SUPPLIES OF BAC FOR CY 2023

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 : LEO GEMENTIZA

 (Signature over printed name)

 (Date)

By the Authority of the Governor:

 Very truly yours,
 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.

GLOBERT M. GREGORIO



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2. Wrapping by ream 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.

The award is based on Abstract No. **0920233415** created on **September 27, 2023** under Quotation No. **C20234643** opened on **September 21, 2023**

PROCUREMENT OF ADDITIONAL OFFIICE SUPPLIES OF BAC FOR CY 2023

Grand Total Amount in Words : **FIFTY-THREE THOUSAND THREE HUNDRED TEN AND XX / 100**

GRAND TOTAL : **₱ 53,310.00**

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 :

LEO GEMENTIZA
 (Signature over printed name)

11/8/24
 (Date)

Very truly yours,

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

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GLOBERT M. GREGORIO

NOTICE OF AWARD

Date of Issuance : October 04, 2023

Control No.: **BACN2023103649**

The Manager

Prince Educational Supply
132 Bolton Street Davao City

Dear Sir/Madam :

We are happy to notify you that your Bid dated September 21, 2023, for execution of the **PROCUREMENT OF ADDITIONAL OFFICE SUPPLIES OF BAC FOR CY 2023** for the Contact Price of equivalent 53,310.00 FIFTY-THREE THOUSAND THREE HUNDRED TEN AND XX / 100 as indicated in Purchase Order is hereby accepted.

You are hereby required to deliver the items/goods within 7 Calendar Days after receipt of the Purchase Order No. 2023103649.

Please be guided accordingly.

Very truly yours,

HON. EDWIN I. JUBAHIB
Governor

By the Authority of the Governor:


GALE GWADALUPE G. MORTILLERO, MSLRG, MHRM
Assistant Provincial Administrator (Administration)

Conforme :

LEO GEMENTI

(Signature over printed name)

11/8/24

(Date)



PROVINCIAL BUDGET OFFICE
 07 DEC 2023

Republic of the Philippines
PROVINCIAL GOVERNMENT OF DAVAO DEL NORTE
 Government Center, Mankilam, Tagum City

OBLIGATION REQUEST

No.: *000014*

Payee...: PRINCE EDUCATIONAL SUPPLY

Office...: PROVINCIAL GENERAL SERVICES OFFICE

Address...: DAVAO CITY

100-2-23-10-2322544

Responsibility Center :	Particulars	F.P.P.	Account Code	Amount
106100	To payment of Office supplies in the amount of...	1999	50203010	53,310.00
Total : P				53,310.00

A. Certified

Charges to appropriation/allotment necessary, lawful and under my direct supervision.

Supporting documents valid, proper and legal

B. Certified

Existence of available appropriation

Signature: *[Signature]*
 Printed Name: **JIVELLYN B. CO, CE, MPA**
 Position: **Prov'l. General Services Officer**
 Date:

Signature: *[Signature]*
 Printed Name: **MARIA LINDA G. ACTUB CPA**
ASST. P.G. DEPT. HEAD
PROVINCIAL BUDGET OFFICE
EMELIA C. PALERO, CPA
 Position: *Provincial Budget Officer*
 Date:



STATUS OF OBLIGATION

Date	No.	Particulars	AMOUNT			Posted By:
			Obligation	Paymt	Bal	
10/09/23	100-2-23-10-2322544	PRINCE EDUCATIONAL SUPPLY PROVINCIAL GENERAL SERVICES OFFICE ASSET ACQUISITION & PROPERTY MGT. PROJECT Office Supplies Expenses	GF [1] 1999 50203010	53,310.00		<i>[Signature]</i>
Total				53,310.00		

[Signature]
 Charissa Mae L. Galagar
 Admin. Aide I