



PURCHASE ORDER

Supplier : **ECV OFFICE SUPPLIES WAREHOUSE INC.**

P.O. Number: **2024103521**

Address : **LAPU2X ST. DAVAO CITY**



O20241035212B3F2670A

TIN: **452-103-124-000**
PhilGEPS Registration No. : **201707152874891721501**
Tel./Mobile/Fax No. : **09285246438**
Registration Certificate : **SEC**

Date : **Oct 15, 2024**
P.R. No. : **2024084903**
Procurement mode: **Shopping B (Regular Purchase)**

Req. Office : **PDPM**

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

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

Delivery Term: **10 Working Days**
Partial delivery NOT ALLOWED

Place of Delivery : **PGSO Warehouse**

I.N.	Quantity/Unit	Item	Unit Cost	Amount
1	50.00 REAM	PAPER - BOOK (8.5" X 13") LONG SIZE (SUB. 20), 70 GSM OFFICE PRO	198.00	9,900.00
2	20.00 ROLL	TAPE - DOUBLE ADHESIVE TAPE 1" HEAVY DUTY DECORA, ORD. 1"X10 ONLY	21.00	420.00
3	30.00 REAM	PAPER - BOOK (8.5"X11") SHORT SIZE SIZE (SUB.20) OFFICE PRO	175.00	5,250.00
4	20.00 PC	TAPE - PACKAGING 2" CROCO, X 80	35.00	700.00
5	100.00 PC	ENVELOPE - KRAFT EXPANDABLE (8.5" X 13") - LONG SIZE P/X	12.00	1,200.00
6	20.00 BOTTLE	ALCOHOL - 70% Solution with Moisturizer, Disinfectant/Antiseptic 500ML GREENCROSS	100.00	2,000.00
7	20.00 PC	BOX - STORAGE BOX WITH COVER AND OPEN HANDLE ON THE SIDES 11" X 15-5/8" X 11" (W X L X H) GENERIC	370.00	7,400.00

For Requisition of Office Equipment Supplies and Other Consumables

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 :

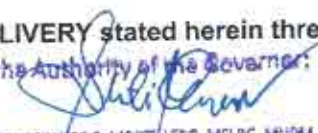


(Signature over printed name)

(Date) 11/13/24

Very truly yours,

By the Authority of the Governor:



GALE CHARLOTTE G. MONTELEONE, MSURG, MPHMM
Assistant Provincial Administrator for Administration
EDWIN I. JUBAHIB
Provincial 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.



PURCHASE ORDER

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Place of Delivery: PGSO Warehouse	

I.N.	Quantity/Unit	Item	Unit Cost	Amount
8	10.00 GAL	SOAP - DISHWASHING LIQUID, 1 GAL. 3.2L, CALAMANSI/LEMON EASY DAY	280.00	2,800.00
9	20.00 REAM	PAPER - BOOK (8.5"X11.7") A4 SIZE (SUB.20) OFFICE PRO	180.00	3,600.00
10	100.00 PC	CLIP - BINDER 1" MGK	2.00	200.00
11	30.00 ROLL	TAPE - SCOTCH 2" CROCO	35.00	1,050.00
12	5.00 PACK	SPONGE - SCRUB FOAM HEAVY DUTY BRITE, PC	42.00	210.00
13	10.00 BOX	RUBBER BAND - BIG #24 UK, #18 only	170.00	1,700.00
14	50.00 REAM	PAPER - BOOK A3, 70 GSM COPYONE	396.00	19,800.00
15	15.00 PC	TAPE - DUCT, 2" ARMAK	65.00	975.00

Remarks :
Items must comply to PR requirements
Green Procurement Terms and Conditions


For Requisition of Office Equipment Supplies and Other Consumables

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Conforme : Paterno R. Poma I
(Signature over printed name)
11/13/24
(Date)

Very truly yours,


By the Authority of the Governor:

GALE GUAYALUPE G. MACATILLESO, NSLRG, BPHRM
Assistant Provincial Administrator (Administration)
EDWIN I. JUBAHIB
Provincial Governor

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MULTICOPY PAPER

1. The supplier shall supply paper which is at least Elemental Chlorine Free (ECF).
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. **0920243399** created on **September 30, 2024** under
 Quotation No. **C20244589** opened on **September 26, 2024**

For Requisition of Office Equipment Supplies and Other Consumables	
Grand Total Amount in Words : FIFTY-SEVEN THOUSAND TWO HUNDRED FIVE AND XX / 100	GRAND TOTAL : ₱ 57,205.00

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 (Signature over printed name)

 (Date)

Very truly yours,

By the Authority of the Governor:

GABRIELADUPE G. MORTILERO, MSJRG, MHRM
 Assistant Provincial Administrator
EDWIN I. JUBAHIB
 Provincial Governor

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