

**City Government of Baguio
 Purchase Order**

POSTING

Supplier: TSB BAZAAR Address: 48-50 Magsaysay Avenue, Baguio City E-mail Address: n/a Telephone No.: 442-4363; 619-1312 TIN: VAT 144-435-431-000	P.O No.:374 Date: 3/25/2022 Mode of Procurement: Shopping 31
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Gentlemen: **Please furnish this office the following articles subject to the terms and conditions contained herein.**
 Place of Delivery: **City General Services Office: Baguio City**
 Delivery Term: 30 Calendar Days
 Date of Delivery: Please input delivery date
 Payment Term: Please input payment term
Receipt of Purchase Order

Item	QTY	Unit	Description	Unit Cost	Amount
1	1	Lot	Office Supplies c/o GSO	50,532.10	50,532.10
	10	piece	Chipboard - 20 inches x 30 inches #30 - 10 c/o GSO	41.25	412.50
	110	piece	Correction Tape - Correction, 1 piece in individual plastic, Disposable, Dispensing mechanism: Gear type, Dispensing System: Single line tape, With mechanism for adjustment/rewinding, Tape: Type: Film based, Usable length: 8 meters (min), Width: 5mm, Color: White opaque, Case: Size: Manufacturer's standard, Design: Manufacturer's standard, With protective cap, Brand shall be engraved/embossed/printed on the item. - 110 c/o GSO	18.00	1,980.00
	2	roll	Cover Plastic - Gauge 3, 50m in length - 2 c/o GSO	861.70	1,723.40
	25	piece	Cutter - for general purpose, heavy duty, plastic - 25 c/o GSO	31.25	781.25
	25	roll	Double Sided Tape - tissue type, clear color, 25mm, thickness: 120mic - 25 c/o GSO	28.00	700.00
	10	roll	Duct Tape - Multi-purpose, silver, 48mm x 25m - 10 c/o GSO	137.50	1,375.00
	2	box	Envelop - Documentary, 8.5 inches x 11 inches, 500 pcs per box - 2 c/o GSO	700.00	1,400.00
	5	box	Envelope Legal - Expanding, Kraft Board, For Legal size documents, 100 pcs per box - 5 c/o GSO	990.00	4,950.00
	3	box	Envelope: Documentary - For legal size document, 500 pieces per box - 3 c/o GSO	935.00	2,805.00
	2	box	Envelope: Expanding - Kraft board, for legal size doc, 100 pieces per box - 2 c/o GSO	990.00	1,980.00
	20	piece	Eraser - plastic or rubber, rectangular, for pencil - 20 c/o GSO	6.00	120.00

In case of Failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one (1) percent for every day of delay shall be imposed

This is to certify that I have <u>TERMS and CONDITIONS as contained at the</u> <u>back of this Purchase Order and I concur with all</u> Conforms:	Very Truly yours BENJAMIN B. MAGALONG CITY MAYOR
Signature over printed name of Supplier 	Date <u>3/31/22</u>

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 Telephone No.: **442-4363; 619-1312**
 TIN: **VAT 144-435-431-000**

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	17	piece	Fingertip Moistener - Non-Toxic, Hygienic, Long Lasting, 1 3/4oz - 17 c/o GSO	29.50	501.50
	50	piece	Folder - Expanded Folder, 8.5 inches x 13 inches, color green, thick/hard - 50 c/o GSO	12.00	600.00
	10	box	Folder - Legal size, white color, 100 pieces per box - 10 c/o GSO	375.00	3,750.00
	3	pack	Folder - Size: 8 inches x 11 inches White color, 100 pcs per box - 3 c/o GSO	312.50	937.50
	2	pack	Folder: Tagboard - For legal size documents ,100 pieces per pack - 2 c/o GSO	375.00	750.00
	1	liter	Glue - Water based synthetic resin emulsion Bonds wood, paper, cardboard, plastic, shell, capis, cloth, styrofoam, ceramics, glass and porcelain. - 1 c/o GSO	155.00	155.00
	13	jar	Glue: All Purpose - Gross weight: 200 grams min - 13 c/o GSO	81.25	1,056.25
	29	piece	Highlighter - Assorted Colors, Chisel type - 29 c/o GSO	12.00	348.00
	20	piece	Illustration Board - 30x 40, 2 ply - 20 c/o GSO	35.00	700.00
	45	piece	Magazine File Box - chipboard: 3mm thick; leatherette paper for outside cover; coated paper for inside cover; size: 110mm x 220mm x 265mm; front of box: with finger ring and provision for label insert type: with back end open; assorted colors (red, green and maroon) one shade only - 45 c/o GSO	85.00	3,825.00
	21	piece	Marker: Bullet Type - Permanent - Black - 21 c/o GSO	10.80	226.80
	21	piece	Marker: Bullet Type - Permanent - Blue - 21 c/o GSO	10.80	226.80
	19	piece	Marker: Bullet Type - Permanent - Red - 19 c/o GSO	10.80	205.20
	6	piece	Marker: Whiteboard - Black Tip: felt, bullet type, Brand shall be engraved/embossed/printed on the item, Structure: The barrel and the cap shall fit snugly or firmly to the barrel and of such structure that will easily cap and uncap. - 6 c/o GSO	19.50	117.00

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Signature over printed name of Supplier

Very Truly yours


BENJAMIN S. MAGALONG
 CITY MAYOR

Date 3/31/22

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 Telephone No.: **442-4363; 619-1312**
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Proc No.:374
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	17	pad	Notepad - 3x3, stick on, 76mmx76mm, 100sheets/cube - 17 c/o GSO	14.75	250.75
	10	piece	Notepad - 3x4, stick on, 76mmx100mm, 100 sheets/cube - 10 c/o GSO	26.25	262.50
	19	box	Paper Clip - 33MM, 100 pieces per box or 52 grams (min.) (net of box) - 19 c/o GSO	8.00	152.00
	23	box	Paper Clip - 50MM, 100 pieces per box or 120 grams (min.) (net of box) - 23 c/o GSO	19.50	448.50
	1	roll	Paper Tracing - satin, 0.38 x 20m, 40/45 gsm - 42 x 20m, 70/75 1 c/o GSO	868.75	868.75
	104	piece	Pen - Ballpoint, black - 104 c/o GSO	5.75	598.00
	116	piece	Pen - Ballpoint, blue - 116 c/o GSO	5.75	667.00
	20	piece	Pen - Ballpoint, red - 20 c/o GSO	5.75	115.00
	7	box	Pencil - Lead, 1 dozen per box, w/eraser - 7 c/o GSO	60.00	420.00
	6	piece	Pencil - Technical, (HB) Art. NR 100 HB - 6 c/o GSO	37.65	225.90
	5	piece	Puncher - paper, heavy duty, with two hole guide; Punching Capacity: 30 sheets of 70 gsm multipurpose paper - 5 c/o GSO	155.00	775.00
	20	piece	Record Book Jr. - 50 pages/ notebook - 150pp 20 c/o GSO	43.20	864.00
	17	box	Rubber Band - 70mm min lay flat length (#18), 350gms min. net weight - 17 c/o GSO	145.00	2,465.00
	3	pad	Ruled Pad - Pad Paper, Long, Yellow, 90 sheets per pad - 3 c/o GSO	29.00	87.00
	27	piece	Sign Pen: Black - Liquid ink, 0.5mm needle tip, with needle clip writing length: one (1) km (min) - Dong A 27 c/o GSO	20.00	540.00

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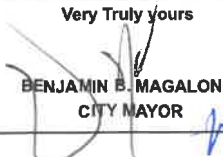
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	30	piece	Staple Remover - claw type, steel jaws, extra wide finger grips - 30 c/o GSO	13.00	390.00
	5	piece	Staple Remover - Material: metal or combination of plastic and metal; Plier type - 5 c/o GSO	48.50	242.50
	32	box	Staple Wire - #35 standard, 5000 pcs - 32 c/o GSO	25.50	816.00
	20	piece	Stapler - Standard type, load cap: 200 staples min, 1 piece in individual box - Joy 20 c/o GSO	187.50	3,750.00
	3	piece	Tape Dispenser - handheld, for 48mm width packaging tape - 3 c/o GSO	100.00	300.00
	30	roll	Tape: Packaging - 48mm x 50m / 2" - 30 c/o GSO	30.00	900.00
	48	roll	Tape: Transparent - 24mm x 50m / 1" - 48 c/o GSO	17.00	816.00
	53	roll	Tape: Transparent - 48mm x 50m / 2" - 53 c/o GSO	30.00	1,590.00
	1	box	Thumbtacks - sharp steel points, 3/8 head - 1 c/o GSO	12.00	12.00
	9	roll	Twine - Plastic, weight per roll: 1000g (min) - 9 c/o GSO	90.00	810.00
			Note:	GRAND TOTAL	50,532.10

(Total Amount In Words) **Fifty Thousand Five hundred Thirty Two Pesos and 10/100**

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