

City Government of Baguio  
**Purchase Order**

POSTING

|   |   |
|---|---|
| Supplier: <b>BAGUIO PRINCE ENTERPRISES</b><br>Address: <b>#28 Rufina Building, Lower Bonifacio Street, Baguio City</b><br>E-mail Address: <b>123</b><br>Telephone No.: <b>442-6965</b><br>TIN: <b>VAT 928 862 896 000</b> | P.O No.: 2582<br>Date: 11/3/2020<br><br>Mode of Procurement: Shopping 172 |
|---|---|

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: 15 Calendar Days

Date of Delivery: Please input delivery date

Payment Term: Please input payment term

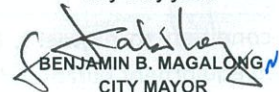
**Receipt of Purchase Order**


| Item | QTY | Unit  | Description  | Unit Cost | Amount    |
|------|-----|-------|--|-----------|-----------|
| 1    | 1   | Lot   | Os c/o HRMO  | 51,254.00 | 51,254.00 |
|      | 1   | pack  | Binder Ring - plastic, 25mm x 1.12m (1x44) - 5s<br>1 c/o HRMO  | 145.00    | 145.00    |
|      | 1   | piece | Calculator - Electronic, 12 digits, tilt display, lcd screen - casio<br>1 c/o HRMO   | 360.00    | 360.00    |
|      | 10  | piece | Clear Book - plastic, refillable, legal size, thickness: 0.5mm (min),<br>transparent plastic pockets, number of pockets: 20, assorted color -<br>10 c/o HRMO | 40.00     | 400.00    |
|      | 40  | box   | Clip Backfold - 25mm, 12 pieces per box - mgk<br>40 c/o HRMO   | 18.00     | 720.00    |
|      | 37  | box   | Clip Backfold - 50mm, 12 pieces per box - uk<br>37 c/o HRMO  | 60.00     | 2,220.00  |
|      | 25  | roll  | Double Sided Tape - tissue type, clear color, 25mm, thickness: 120mic - uk<br>25 c/o HRMO  | 25.00     | 625.00    |
|      | 20  | piece | DVD-compact disc - Rewritable, 4x speed, 4.7GB, 120 mins -<br>20 c/o HRMO  | 45.00     | 900.00    |
|      | 2   | box   | Envelope - Expanding, Kraft Board, For Legal size documents, 100 pcs per<br>box - phoenix<br>2 c/o HRMO  | 1,000.00  | 2,000.00  |
|      | 1   | box   | Envelope - Mailing, 500 pieces per box - classic<br>1 c/o HRMO   | 320.00    | 320.00    |
|      | 5   | box   | Fastener - metal, for paper, metal, non sharp edges, 50 sets/box - uk<br>5 c/o HRMO  | 45.00     | 225.00    |
|      | 10  | box   | Fastener - vinyl plastic coated, 50sets/box (for cbao) - tm<br>10 c/o HRMO   | 30.00     | 300.00    |
|      | 150 | piece | Folder - Expanded Folder, 8.5 inches x 13 inches, color green, thick/hard -<br>veco<br>150 c/o HRMO  | 25.00     | 3,750.00  |

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**  
**TERMS and CONDITIONS as contained at the**  
**back of this Purchase Order and I concur with all**  
 Conforme:

Very Truly yours

  
**BENJAMIN B. MAGALONG**  
 CITY MAYOR

Signature over printed name of Supplier  
  
**BAGUIO PRINCE ENTERPRISES**  
 Dona Rufina Building  
 # 28A Lower Bonifacio Street  
 Baguio City  
 Date 11-09-20  
 TEL # 5090888  
 TIN # 928-862-896