

City Government of Baguio

Purchase Order

POSTING

Supplier: BAGUIO PRINCE ENTERPRISES Address: #28 Rufina Building, Lower Bonifacio Street, Baguio City E-mail Address: 123 Telephone No.: 442-6965 TIN: VAT 928 862 896 000	P.O No.:2708 Date: 12/14/2020 Mode of Procurement: Shopping 179
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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: 15 Calendar Days

Date of Delivery: Please input delivery date

Payment Term: Please input payment term

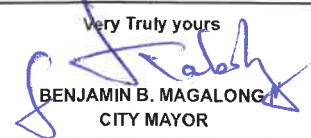
Receipt of Purchase Order

Item	QTY	Unit	Description	Unit Cost	Amount
1	1	Lot	OS c/o RTC	124,785.00	124,785.00
	3	box	Envelope - Expanding, Kraft board, for legal size doc, 100 pieces per box - phoenix 3 c/o RTC	1,000.00	3,000.00
	10	box	Envelope - Mailing, 500 pieces per box - classic 10 c/o RTC	320.00	3,200.00
	15	bundle	Folder - Tagboard, for legal size documents ,100 pieces per pack - bonus 15 c/o RTC	395.00	5,925.00
	30	pack	Index Card - 102 x 152 mm (4 inches x 6 inches), Plain - veco 30 c/o RTC	40.00	1,200.00
	10	set	Marker - Fluorescent, 3 colors per set - excel 10 c/o RTC	45.00	450.00
	30	piece	Marker - Permanent; Bullet Type - Black - xsg 30 c/o RTC	10.00	300.00
	40	piece	Marker - Permanent; Bullet Type - Blue - xsg 40 c/o RTC	10.00	400.00
	10	pad	Pad Paper - Legal (8.5 x 13), yellow, 50sheets - 10 c/o RTC	40.00	400.00
	175	ream	Paper - Multicopy, 80gsm, size: 210mm x 297mm (A4) - perfect print 175 c/o RTC	205.00	35,875.00
	220	ream	Paper - Multicopy, 80gsm, size: 216mm x 330mm (Legal) - perfect print 220 c/o RTC	227.50	50,050.00
	190	piece	Pen - Ballpoint, black - faber castell 190 c/o RTC	14.00	2,660.00
	170	piece	Pen - Ballpoint, blue - faber castell 170 c/o RTC	14.00	2,380.00
	100	piece	Pen - Ballpoint, red - faber castell 100 c/o RTC	14.00	1,400.00

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
 Doña Rufina Building