

City Government of Baguio

Purchase Order

POSTING 7/8/20

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.: 3102 Date: 12/21/2020 Mode of Procurement: Shopping 230
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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	Os c/o OCSWDO	57,538.00	57,538.00
	27	box	Fastener - metal, for paper, metal, non sharp edges, 50 sets/box - UK 27 c/o OCSWDO	45.00	1,215.00
	21	bundle	Folder - Tagboard, for A4 size documents, 100 pieces per pack - bonus 21 c/o OCSWDO	390.00	8,190.00
	18	bundle	Folder - Tagboard, for legal size documents, 100 pieces per pack - bonus 18 c/o OCSWDO	395.00	7,110.00
	10	pack	Manila Paper - 10 sheets per pack - 10 c/o OCSWDO	35.00	350.00
	16	piece	Marker - Permanent, chisel type, black - hbw 16 c/o OCSWDO	30.00	480.00
	7	piece	Marker - Permanent, chisel type, blue - xsg 7 c/o OCSWDO	10.00	70.00
	7	piece	Marker - Permanent, chisel type, red - xsg 7 c/o OCSWDO	10.00	70.00
	74	ream	Paper Bond - premium grade, A4, 500sheets/ream - cactus or Aone 74 c/o OCSWDO	185.00	13,690.00
	75	ream	Paper Bond - premium grade, legal, 500sheets/ream - cactus or Aone 75 c/o OCSWDO	200.00	15,000.00
	19	piece	Pen - Ballpoint, black - faber castell 19 c/o OCSWDO	15.00	285.00
	14	piece	Pen - Ballpoint, blue - faber castell 14 c/o OCSWDO	15.00	210.00
	19	piece	Pen - Ballpoint, red - faber castell 19 c/o OCSWDO	15.00	285.00
	2	box	Pencil - Lead, 1 dozen per box, w/eraser - mgk 2 c/o OCSWDO	40.00	80.00

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

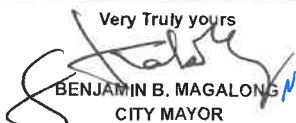
This is to certify that I have
TERMS and CONDITIONS as contained at the
back of this Purchase Order and I concur with all

Conforme:

Signature over printed name of Supplier

BAG 13
 Dona Rufina Building

Very Truly yours


BENJAMIN B. MAGALONA
 CITY MAYOR