

City Government of Baguio

Purchase Order

POSTING

Supplier: <b>BAGUIO PRINCE ENTERPRISES</b> Address: <b>#28A Doña Rufina Building, Lower Bonifacio Street, Baguio City</b> E-mail Address: <b>123</b> Telephone No.: <b>442-6965/ 309-6688</b> TIN: <b>VAT 928 862 896 000</b>	P.O No.: <b>498</b> Date: <b>4/4/2022</b> Mode of Procurement: <b>Shopping 94</b>
---	---

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 CMO	115,974.50	115,974.50
	5	piece	Binder Folder - A4, 3-ring, D-type, A4, 64mm(2.5), with insert clear-view pocket on front, back and spine for label - Comix 5 c/o CMO	315.00	1,575.00
	20	piece	Clear book - A4 size, plastic, refillable, thickness: 0.04mm (min), transparent plastic pockets, number of pockets: 20, assorted color - 20 c/o CMO	43.50	870.00
	3	piece	Clear Book - Legal size, plastic, refillable, thickness: 0.5mm (min), transparent plastic pockets, number of pockets: 20, assorted color - 3 c/o CMO	45.00	135.00
	10	piece	Clip - silver, bulldog, 3 inches (73mm) - MGK 10 c/o CMO	13.50	135.00
	2	box	Clip Backfold - 25mm, 12 pieces per box - 2 c/o CMO	17.50	35.00
	20	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. - 20 c/o CMO	18.00	360.00
	5	piece	Cutter - for general purpose, heavy duty, plastic - TM 5 c/o CMO	25.00	125.00
	5	piece	Cutter Blade - For heavy duty cutter, 100mm length 16mm width, 0.40 mm thickness General purpose - 5 c/o CMO	15.00	75.00
	2	unit	Data Storage - 16GB, USB 3.0, plug and play - Sandisk 2 c/o CMO	330.00	660.00
	4	roll	Double Sided Tape - Padded type, 24mm x 5m roll (2.5cm holds 120gr) - HBW 4 c/o CMO	35.00	140.00

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  
 Conforms:

Very Truly yours

**BENJAMIN B. MAGALONG**  
 CITY MAYOR

Signature over printed name of **BAGUIO PRINCE ENTERPRISES**

*Doña Rufina Building*  
*# 28A Lower Bonifacio Street*

Date **4-8-22**  
**Baguio City**  
**TEL. # 3096688**  
**TIN # 928-862-896**

Supplier: **BAGUIO PRINCE ENTERPRISES**  
 Address: **#28A Doña Rufina Building, Lower Bonifacio Street, Baguio City**  
 E-mail Address: 123  
 Telephone No.: **442-6965/ 309-6688**  
 TIN: **VAT 928 862 896 000**

P.O No.:498  
 Date: 4/4/2022  
 Mode of Procurement: Shopping 94

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
	4	roll	Double Sided Tape - tissue type, clear color, 25mm, thickness: 120mic - 4 c/o CMO	30.00	120.00
	12	roll	Duct Tape - Multi-purpose, silver, 48mm x 50m - 12 c/o CMO	100.00	1,200.00
	8	box	Envelope Legal - Expanding, Kraft Board, For Legal size documents, 100 pcs per box - Phoenix 8 c/o CMO	1,100.00	8,800.00
	5	piece	Eraser - Felt, for Blackboard or Whiteboard, 125mmx45mmx19mm - 5 c/o CMO	20.00	100.00
	32	box	Fastener - metal, for paper, metal, non sharp edges, 50 sets/box - 32 c/o CMO	45.00	1,440.00
	20	box	Fastener - vinyl plastic coated, 50sets/box - 20 c/o CMO	35.00	700.00
	15	piece	File Organizer - Expanding, plastic material With 12 inside pockets with index tab For legal size paper/documents With elastic strap, snap, etc. for closing or binding the organizer Dimension (min.) Cover IFlap): Width: 220mm x Length: 380mm x Thickness: 0.60mm Inside Pocket: Width: 230mm x Length: 360mm x Thickness: 0.12mm Assorted colors - 15 c/o CMO	130.00	1,950.00
	1	box	Folder: Pressboard - Size: 242mm x 369mm (-5mm), 100 pieces per box - 1 c/o CMO	1,100.00	1,100.00
	4	jar	Glue: All Purpose - Gross weight: 200 grams min - 4 c/o CMO	42.00	168.00
	10	cartridge	Ink - 664, black, for Epson - 10 c/o CMO	275.00	2,750.00
	4	cartridge	ink - 664, magenta, for Epson - 4 c/o CMO	275.00	1,100.00
	4	cartridge	Ink - 664, yellow, for Epson - 4 c/o CMO	275.00	1,100.00
	5	cartridge	Ink - C13T774100, T774 black, for Epson - 5 c/o CMO	715.00	3,575.00
	4	cartridge	Ink - C664, Cyan, for Epson - 4 c/o CMO	275.00	1,100.00

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  
 # 28A Lower Bonifacio Street  
 Baguio City  
 Date: *4-8-22* TEL. # *3096688*  
 TIN # *928-862-896*

Supplier: **BAGUIO PRINCE ENTERPRISES**  
 Address: **#28A Doña Rufina Building, Lower Bonifacio Street, Baguio City**  
 E-mail Address: **123**  
 Telephone No.: **442-6965/ 309-6688**  
 TIN: **VAT 928 862 896 000**

P.O No.:498  
 Date: 4/4/2022  
 Mode of Procurement: Shopping 94

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
	4	bottle	Ink - For numbering machine, 30 ml, black - 4 c/o CMO	140.00	560.00
	6	bottle	Ink: T6641 - Black - EPSON C13T664100 - 6 c/o CMO	275.00	1,650.00
	5	bottle	Ink: T6642 - Cyan - EPSON C13T664200 - 5 c/o CMO	275.00	1,375.00
	5	bottle	Ink: T6643 - Magenta - EPSON C13T664300 - 5 c/o CMO	275.00	1,375.00
	5	bottle	Ink: T6644 - Yellow - EPSON C13T664400 - 5 c/o CMO	275.00	1,375.00
	15	piece	Marker: Bullet Type - Permanent - Black - XSG 15 c/o CMO	9.00	135.00
	10	piece	Marker: Bullet Type - Permanent - Blue - XSG 10 c/o CMO	9.00	90.00
	10	piece	Marker: Bullet Type - Permanent - Red - XSG 10 c/o CMO	9.00	90.00
	13	set	Marker: Fluorescent - 3 colors per set - Excel 13 c/o CMO	48.00	624.00
	9	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. - XSG 9 c/o CMO	14.00	126.00
	3	piece	Molar File Folder - 2inch in height, 9inch x 14inch - 3 c/o CMO	195.00	585.00
	2	piece	Molar File Folder - 3 in thickness, for 9x14 folder - 2 c/o CMO	195.00	390.00
	30	pad	Notepad - 3x3, stick on, 76mmx76mm, 100sheets/cube - 30 c/o CMO	18.00	540.00
	1	piece	Numbering Machine - Automatic, 12 digits - Diamant 1 c/o CMO	1,850.00	1,850.00
	19	ream	Paper - A4 - Multicopy, 80gsm, size: 210mm x 297mm, 500 sheets per ream - 19 c/o CMO	205.00	3,895.00

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 print name of Supplier  
**BAG 13 Prince Enterprises**

*Doña Rufina Building*  
*# 28A Lower Bonifacio Street*  
*Baguio City*

Date **4-8-22**  
**TEL. # 8096688**  
**TIN # 928-862-896**

Supplier: **BAGUIO PRINCE ENTERPRISES**  
 Address: **#28A Doña Rufina Building, Lower Bonifacio Street, Baguio City**  
 E-mail Address: **123**  
 Telephone No.: **442-6965/ 309-6688**  
 TIN: **VAT 928 862 896 000**

P.O No.:498  
 Date: 4/4/2022  
 Mode of Procurement: Shopping 94

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
	20	ream	Paper - Legal - Multicopy, 80gsm, size: 216mm x 330mm, 500 sheets per ream - 20 c/o CMO	225.00	4,500.00
	120	ream	Paper Bond - 80gsm, A4, 500sheets/ream - 120 c/o CMO	205.00	24,600.00
	80	ream	Paper Bond - 80gsm, legal, 500sheets/ream - 80 c/o CMO	225.00	18,000.00
	5	box	Paper Clip - 33MM, 100 pieces per box or 52 grams (min.) (net of box) - 5 c/o CMO	8.00	40.00
	5	box	Paper Clip - 50MM, 100 pieces per box or 120 grams (min.) (net of box) - 5 c/o CMO	20.00	100.00
	5	box	Paper Parchment - A4 size, multi purpose, 80gsm, 100sheets/box, 20box/pack - 5 c/o CMO	240.00	1,200.00
	60	pack	Paper Sticker - Glossy, A4, 10 pcs / pack - 60 c/o CMO	42.00	2,520.00
	45	piece	Pen - Ballpoint, black - Flexstick 45 c/o CMO	6.00	270.00
	45	piece	Pen - Ballpoint, blue - Flexstick 45 c/o CMO	6.00	270.00
	20	piece	Pen - Ballpoint, red - Flexstick 20 c/o CMO	6.00	120.00
	5	box	Pencil - Lead, 1 dozen per box, w/eraser - MGK 5 c/o CMO	28.00	140.00
	5	pack	Photo paper - A3 size, per pack - 5 c/o CMO	240.00	1,200.00
	10	pack	Photo paper - Single-sided white, matte finish, A4, 146 gsm - 10 c/o CMO	60.00	600.00
	2	box	Push Pins - hammer head type, assorted colors - 2 c/o CMO	30.00	60.00
	5	piece	Record Book Jr. - 50 pages/ notebook - 5 c/o CMO	45.00	225.00
	5	piece	Ruler - plastic, 18", 450mm - 5 c/o CMO	37.50	187.50

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*  
 # 28A Lower Bonifacio Street  
 Baguio City

Date **4-8-22** TEL. # **3096688**

TIN # **928-862-896**

Supplier: <b>BAGUIO PRINCE ENTERPRISES</b> Address: <b>#28A Doña Rufina Building, Lower Bonifacio Street, Baguio City</b> E-mail Address: <b>123</b> Telephone No.: <b>442-6965/ 309-6688</b> TIN: <b>VAT 928 862 896 000</b>	P.O No.:498 Date: 4/4/2022  Mode of Procurement: Shopping 94
---	---

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
	5	pair	Scissors - symmetrical, overall length: 158mm, cutting blade length: 65mm, 1 piece in individual plastic - 5 c/o CMO	40.00	200.00
	65	piece	Sign Pen - 0.5mm needle tip, liquid/gel ink, violet, with needle clip writing length: one (1) km (min) - Pilot 65 c/o CMO	63.00	4,095.00
	25	piece	Sign Pen: Black - Liquid ink, 0.5mm needle tip, with needle clip writing length: one (1) km (min) - Cello Pointec 25 c/o CMO	25.00	625.00
	25	piece	Sign Pen: Blue - Liquid ink, 0.5mm needle tip, with needle clip writing length: one (1) km (min) - Cello Pointec 25 c/o CMO	25.00	625.00
	65	pack	Special Paper - 8.5 inches x 13 inches, 200 gsm, for Certificates, Pale Cream, 10 sheets per pack - 65 c/o CMO	38.00	2,470.00
	8	pack	Special Paper - 8.5x11inch, 120gsm, for certificates, cream, pack of 10 - 8 c/o CMO	30.00	240.00
	74	pack	Special Paper - A4, 120gsm, for certificates, cream, pack of 10 - 74 c/o CMO	35.00	2,590.00
	3	piece	Stamp Pad - Felt, bed dimension: 60mm x 100mm - 3 c/o CMO	35.00	105.00
	9	bottle	Stamp Pad Ink - 50mL w/ Applicator, Black - 9 c/o CMO	30.00	270.00
	3	piece	Staple Remover - claw type, steel jaws, extra wide finger grips - 3 c/o CMO	18.00	54.00
	4	piece	Staple Remover - Material: metal or combination of plastic and metal; Plier type - 4 c/o CMO	55.00	220.00
	15	box	Staple Wire - #35 standard, 5000 pcs - 15 c/o CMO	27.00	405.00
	4	roll	Tape - binding, 1-1/2 in, color: blue - 4 c/o CMO	80.00	320.00
	4	roll	Tape - binding, 2in, color: blue - 4 c/o CMO	90.00	360.00

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*  
*# 28A Lower Bonifacio Street*  
*Baguio City*  
Date: *29-8-22* **TEL. # 3096688**  
**TIN # 928-862-896**

Supplier: **BAGUIO PRINCE ENTERPRISES**  
 Address: **#28A Doña Rufina Building, Lower Bonifacio Street, Baguio City**  
 E-mail Address: **123**  
 Telephone No.: **442-6965/ 309-6688**  
 TIN: **VAT 928 862 896 000**

P.O No.:498  
 Date: 4/4/2022  
 Mode of Procurement: Shopping 94

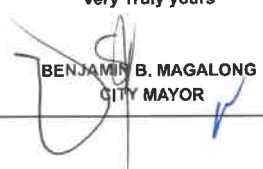
Gentlemen: **Please furnish this office the following articles subject to the terms and conditions contained herein.**  
 Place of Delivery: **City General Services Office: Baguio City**  
 Delivery Term: 30 Calendar Days  
 Date of Delivery: Please input delivery date  
 Payment Term: Please input payment term  
**Receipt of Purchase Order**

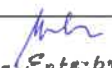
Item	QTY	Unit	Description	Unit Cost	Amount
	1	piece	Tape Dispenser - handheld, for 48mm width packaging tape - 1 c/o CMO	60.00	60.00
	2	piece	Tape Dispenser - Table Top, heavy duty, for 24mm width adhesive tape; body made of plastic, smooth finish, non-skid full rubber base - 2 c/o CMO	110.00	220.00
	30	roll	Tape: Masking - 48mm x 50m - 2" - 30 c/o CMO	72.00	2,160.00
	5	roll	Tape: Masking - Masking, 24mmx50m - 1" - 5 c/o CMO	45.00	225.00
	35	roll	Tape: Packaging - 48mm x 50m / 2" - 35 c/o CMO	27.00	945.00
	5	roll	Tape: Transparent - 24mm x 50m / 1" - 5 c/o CMO	16.00	80.00
	68	roll	Tape: Transparent - 48mm x 50m / 2" - 68 c/o CMO	25.00	1,700.00
			Note:	<b>GRAND TOTAL</b>	<b>115,974.50</b>

(Total Amount In Words) **One hundred Fifteen Thousand Nine hundred Seventy Four Pesos and 50/100**

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  
 Date 4-4-22 # 28A Lower Bonifacio Street  
 Baguio City  
**TEL. # 3096688**  
**TIN # 928-862-896**