

## City Government of Baguio

## Purchase Order

POSTING

Supplier: <b>TSB BAZAAR</b> Address: <b>48-50 Magsaysay Avenue, Baguio City</b> E-mail Address: <b>n/a</b> Telephone No.: <b>442-4363; 619-1312</b> TIN: <b>VAT 144-435-431-000</b>				P.O No.:723 Date: 5/4/2022  Mode of Procurement: Shopping 18	
Gentlemen: <b>Please furnish this office the following articles subject to the terms and conditions contained herein.</b>					
Place of Delivery: <b>City General Services Office: Baguio City</b>					
Delivery Term: 30 Calendar Days					
Date of Delivery: Please input delivery date					
Payment Term: Please input payment term					
<b>Receipt of Purchase Order</b>					
Item	QTY	Unit	Description	Unit Cost	Amount
1	1	Lot	Office Supplies c/o BUDGET	70,754.80	70,754.80
	3	pack	Acetate - A4 size 210mm x 297mm, 200mic, 100 pcs/pack - 3 c/o BUDGET	312.50	937.50
	37	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. - 37 c/o BUDGET	16.75	619.75
	14	roll	Double Sided Tape - tissue type, clear color, 25mm, thickness: 120mic - 14 c/o BUDGET	28.50	399.00
	4	box	Envelope Legal - Expanding, Kraft Board, For Legal size documents, 100 pcs per box - 4 c/o BUDGET	1,025.00	4,100.00
	3	box	Envelope: Expanding - Kraft board, for legal size doc, 100 pieces per box - 3 c/o BUDGET	1,025.00	3,075.00
	13	piece	Eraser - plastic or rubber, rectangular, for pencil - 13 c/o BUDGET	6.75	87.75
	2	piece	Floor pad - floor polishing pad, color: white, size: 16 inches, shape: circle - 2 c/o BUDGET	499.00	998.00
	1	pack	Folder: Tagboard - For legal size documents ,100 pieces per pack - 1 c/o BUDGET	400.00	400.00
	23	piece	Marker: Bullet Type - Permanent - Black - Ordinary 23 c/o BUDGET	9.70	223.10
	23	piece	Marker: Bullet Type - Permanent - Blue - Ordinary 23 c/o BUDGET	9.70	223.10

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:

*Consume*

Signature over printed name of Supplier

Very Truly yours

*BENJAMIN B. MAGALONG*  
CITY MAYOR

Date

*5/5/22*