

City Government of Baguio
Purchase Order

Supplier: TSB BAZAAR Address: 48-50 Magsaysay Avenue, Baguio City E-mail Address: n/a Telephone No.: 442-4363; 619-1312 TIN: VAT 144-435-431-000	P.O No.:66 Date: 4/21/2021 Mode of Procurement: Shopping 42
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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: 20 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 SP	213,802.77	213,802.77
	48	piece	Clip - silver, bulldog, 3 inches (73mm) - 48 c/o SP	10.83	519.84
	50	piece	Cutter - for general purpose, heavy duty, plastic - 50 c/o SP	31.63	1,581.50
	16	box	Envelope - Documentary, for legal size document, 500 pieces per box - 16 c/o SP	1,017.50	16,280.00
	20	box	Envelope - Expanding, Kraft board, for legal size doc, 100 pieces per box - 20 c/o SP	1,014.00	20,280.00
	200	piece	Envelope - Expanding, plastic, with elastic strap - 200 c/o SP	33.33	6,666.00
	50	piece	Eraser - plastic or rubber, rectangular, for pencil - 50 c/o SP	12.75	637.50
	48	box	Fastener - metal, for paper, metal, non sharp edges, 50 sets/box - 48 c/o SP	90.28	4,333.44
	210	piece	Folder - Expanded Folder, 8.5 inches x 13 inches, color green, thick/hard - 210 c/o SP	10.80	2,268.00
	79	set	Marker - Fluorescent, 3 colors per set - ordinary 79 c/o SP	40.95	3,235.05
	60	piece	Marker - Permanent; Bullet Type - Blue - ordinary 60 c/o SP	12.00	720.00
	500	ream	Paper - Multicopy, 80gsm, size: 216mm x 330mm (Legal) - 500 c/o SP	210.88	105,440.00
	66	box	Paper Clip - 33MM, 100 pieces per box or 52 grams (min.) (net of box) - 66 c/o SP	8.00	528.00
	61	box	Paper Clip - 48MM, 100 pieces per box or 120 grams (min.) (net of box) - 61 c/o SP	18.00	1,098.00

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

CITY GENERAL SERVICES OFFICE
RELEASED
 Date: 5-3-21
 By: [Signature]

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
 [Signature]
BENJAMIN B. MAGALONG
 CITY MAYOR

Signature over printed name of Supplier