

of the Philippines

PURCHASE ORDER

OFFICE OF THE VICE PRESIDENT

7th Floor Ben-Lor Bldg., Quezon Ave, Quezon City

Supplier	MOSTACO MARKETING	P.O. No.	10-133-20
Address	68A Lalaine Bennet Street, BF Resort Village, Las Piñas City	Date	October 05, 2020
TIN:		Mode of Procurement:	Negotiated Procurement-Small Value Procurement

Gentlemen:
Please furnish this office the following articles subject to the terms and conditions contained herein:

Place of Delivery:	7/F Ben-Lor Bldg., 1184 Quezon Avenue, QC	Delivery Term:	Please see attached technical specifications
Date of Delivery:	October 07, 2020	Payment Term:	15-30 days upon receipt of complete documents and delivery

Stock No.	Unit	Qty	Description	Unit Cost	Amount
			Supply and Delivery of Supplies and Materials for Twelve (12) Community Learning Hubs		
	ream	288	Paper, Multicopy, A4, 80gsm, <i>paper one</i>	205.00	59,040.00
	box	72	Pencil, Lead, with eraser, 12 pcs/box, Mongol	90.00	6,480.00
	box	24	Ballpen, Black, 25 pcs/box, HBW	80.00	1,920.00
	box	24	Crayon, 16 pcs/box, Crayola	45.00	1,080.00
	ream	36	Paper, Colored (blue, green, yellow, pink), Napco	400.00	14,400.00
	pc	120	Scissor, Stainless Steel, 8 inches	25.00	3,000.00
	pc	120	Stapler, Standard, 26/6	90.00	10,800.00
	box	180	Staple Wire, Standard, 26/6	30.00	5,400.00
	pc	24	Tape, Dispenser, Table Top	80.00	1,920.00
	roll	108	Tape, Transparent, 1 inch, Excel	10.00	1,080.00
	pc	360	Pencil Eraser, Rubber, Rabbit	5.00	1,800.00
	pc	24	Pencil Sharpener, Heavy Duty, Matrix	270.00	6,480.00
	bottle	72	Glue, 130 ml, Elmer's	55.00	3,960.00
	pc	36	Extension Cord, 6 gang, 1 meter, Omni	600.00	21,600.00
	gallon	144	Alcohol, 68%-72%, 1 gallon, Softcare	520.00	74,880.00
	gallon	144	Disinfectant Solution for Mat, 1 gallon, <i>Softcare</i>	325.00	46,800.00
	pc	1,296	Rags, All Cotton	5.00	6,480.00
	bottle	144	Hand Soap, Liquid, Anti-bacterial, 225 ml, Safeguard	110.00	15,840.00
	pack	144	Battery, Dry Cell, Size AAA, 4 pcs/pack, Eveready	130.00	18,720.00
Submitted Technical Specification and Price Quotation shall form part of the Purchase Order					
** nothing follows*					

Total Amount in Words: Three Hundred One Thousand Six Hundred Eighty Pesos Only 301,680.00

In case of failure to make the full delivery within the time specified above, a penalty of one tenth of one percent (0.001) of the cost of the unperformed/undelivered portion for every day of delay shall be imposed.

Very truly yours,

[Signature]
MA. CARMELITA S. WARREN
Chief, Administrative Division
(Authorized Official)

Conforme: *[Signature]*
JULIE R. VELINA
(Signature over printed name of Supplier)
Date: *10/6/2020*

Funds Available *301,680.00*

OBR No: *02-101101-2020-10-02794*
Amount: *301,680.00*

JULIETA L. VILADELREY