



Funding the Republic

**PURCHASE ORDER**  
**BUREAU OF THE TREASURY**  
 Intramuros, Manila  
 Telefax No.: 524-7008



BAGONG PILIPINAS

Supplier :	<b>CENTERPOINT SALES &amp; TRADING INC.</b>	P.O. No. :	<b>2024-10-0172</b>
Address :	Unit 604 Sky Tower 1 Bldg. No. 68 Dasmariñas St. Binondo Manila	Date :	October 29, 2024
Contact No.:	242-4245 to 46 ; 241-8023	Mode of Procurement	Negotiated Procurement
Email Add.:	cptisalesdepartment@gmail.com		
TIN:	000-320-459-000		

Gentlemen:

Please proceed with the Supply and Delivery of Various Office Supplies for the Trust Fund Management Committee (TFMC) Secretariat in the amount of Php23,963.00 (VAT inclusive) following the terms and conditions contained herein:

Place of Delivery :	Ayuntamiento Building, Intramuros, Manila	Delivery Term:	Within Thirty (30) calendar days from the receipt of approved PO
Date of Delivery:	-	Payment Term :	30 days

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
	lot	<b>SUPPLY AND DELIVERY OF VARIOUS OFFICE SUPPLIES FOR THE TRUST FUND MANAGEMENT COMMITTEE (TFMC) SECRETARIAT</b> , composed of the following:	1	-	-
	boxes	Rubber Band, No. 18, <i>Offer: Pointer</i>	3	155.00	465.00
	pcs.	Stamp Pad, felt Bed Dimension: 60mm x 100mm min., <i>Offer: Joy</i>	2	70.00	140.00
	pcs.	Stapler, standard type, Load cap.: 200 staples min., <i>Offer: Joy</i>	2	170.00	340.00
	reams	Paper, multicopy, 80gms, size: A4, <i>Offer: Copy One</i>	80	212.00	16,960.00
	reams	Paper, multicopy, 80gms, size: Legal, <i>Offer: Copy One</i>	5	234.00	1,170.00
	pcs.	Toilet Tissue Paper, 2-ply sheets, 100% recycled	50	15.00	750.00
	pc.	Calculator, <i>Offer: Casio</i>	1	730.00	730.00
	packs	Arrow Tab, with "Sign Here", yellow, <i>Offer: 3M</i>	20	161.00	3,220.00
	pack	Plastic Ring Binding, black A4 size, plastic spring binder	1	188.00	188.00
		<b>---Nothing Follows---</b>			
		Reference: PR No. 2024-10-0371 For the TFMC			
		<b>TOTAL</b>			<b>23,963.00</b>

**(Total Amount in Words): TWENTY-THREE THOUSAND NINE HUNDRED SIXTY-THREE PESOS AND (00/000)**

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed on the undelivered item/s.

Conforme:

Very truly yours,

\_\_\_\_\_  
 Signature over Printed Name of Supplier

**ATTY. RAYMUNDO U. TAN (Sgd.)**

Signature over Printed Name of Authorized Official

\_\_\_\_\_  
 Date

Director III, Administrative Service  
 Designation

Fund Cluster : \_\_\_\_\_  
 Funds Available : \_\_\_\_\_

ORS/BURS No. : \_\_\_\_\_

Date of the ORS/BURS: \_\_\_\_\_

Amount : \_\_\_\_\_

**ROWENAR R. GAMBA (Sgd.)**

Signature over Printed Name of Chief Accountant/Head of Accounting  
 Division/Unit