



Funding the Republic

## PURCHASE ORDER

## BUREAU OF THE TREASURY

Intramuros, Manila

Telefax No.: 524-7008



BAGONG PILIPINAS

Supplier : CL SIA TRADING		P.O. No. : 2024-12-0200			
Address : 23 Hungary St. Better Living Subd. Don Bosco, Parañaque City		Date : December 12, 2024			
Contact No.: 8275-9963		Mode of Procurement : Shopping			
Email Add.: clsiatrading@gmail.com					
TIN: 211-517-441-00000					
Gentlemen:					
Please proceed with the Supply and Delivery of Various Office Supplies in the amount of Php308,580.00 (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	SUPPLY AND DELIVERY OF VARIOUS OFFICE SUPPLIES, composed of the following:	1	-	-
	cans	AIR FRESHENER,aerosol, 300ml, Offer: Glade Aerosol, 320ml	100	286.00	28,600.00
	pcs	BALLPEN, regular, black, preferably Pilot, Offer: Pilot black	100	26.00	2,600.00
	pcs	BALLPEN, regular, blue, preferably Pilot, Offer: Pilot, blue	100	26.00	2,600.00
	pcs	BATTERY, dry cell/ordinary, size AA, preferably Energizer, Offer: Energizer, AA	100	46.80	4,680.00
	pcs	PAPER, multicopy/copying, 80gsm, size A4, Offer: Paper One , A4, 80gsm	300	245.00	73,500.00
	pcs	DATA FOLDER, 3"x9"x15" size, red, Offer: Generic, red	100	100.00	10,000.00
	cans	DISINFECTANT SPRAY,aerosol type, 500g., preferably Lysol, Offer: Lysol aerosol, 510g	100	650.00	65,000.00
	pcs	MARKING PEN, forwhiteboard, black, Offer: HBW, black	100	39.00	3,900.00
	box	PAPER CLIP, regular, vinyl coated, 32mm, Offer: MGK, 32mm	100	10.00	1,000.00
	pads	NOTE PAD, stick-on, 3x4, yellow, preferably Post-it, Offer: 3M Post-it, Yellow, 3x4	200	100.00	20,000.00
	pcs	SIGN PEN, 0.5mm, black,preferably Pilot, Offer: Pilot, black, 0.5mm	100	60.00	6,000.00
	packs	STICKER PAPER, matte, A4 size, white, 10s/pack, Offer: Joy, White, Matte, A4 10's/pack	100	39.00	3,900.00
	packs	STICKER PAPER, matte, A4 size, yellow, 10s/pack, Offer: Generic, Yellow, Matte, A4 10's/pack	100	40.00	4,000.00
	packs	STICKER PAPER, matte, A4 size, green, 10s/pack, Offer: Generic, green, Matte, A4 10's/pack	100	40.00	4,000.00
	roll	TISSUE PAPER, jumbo, 2-ply, Offer: Generic, Jumbo, 2ply	600	93.00	55,800.00
	pads	NOTE PAD, stick-on, 3x3, yellow, preferably Post-it, Offer: Post-it, yellow, 3x3	100	80.00	8,000.00
	bundles	RAG, cotton, round, white, 1kilo/bundle, Offer: Generic, round, 1kilo/bundle	100	100.00	10,000.00
	cans	WIPE OUT, rust remover cleaner, 250g	50	100.00	5,000.00

		<p>---Nothing Follows---</p>			
		Reference: PR No. 2024-11-0427 For the PSMD			
		TOTAL			308,580.00
(Total Amount in Words): THREE HUNDRED EIGHT THOUSAND FIVE HUNDRED EIGHTY PESOS AND (00/000)					
<p>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.</p>					
Conforme:		Very truly yours,			
<div></div>		<u>ATTY. RAYMUNDO U. TAN (Sgd.)</u>			
Signature over Printed Name of Supplier		Signature over Printed Name of Authorized Official			
<div></div>		Director III, Administrative Service			
Date		Designation			
Fund Cluster : <div></div>			ORS/BURS No. : <div></div>		
Funds Available : <div></div>			Date of the ORS/BURS: <div></div>		
<u>ROWENA R. GAMBA (Sgd.)</u>			Amount : <div></div>		
Signature over Printed Name of Chief Accountant/Head of Accounting Division/Unit					