



# PURCHASE ORDER

## CITY GOVERNMENT OF PASIG

Agency Name

Supplier : ALX OFFICE AND SCHOOL SUPPLIES TRADING  
 Address : 514-C Natividad St., Barangay 063, District 2, Pasay City

P.O. No. : 23-08-0551  
 Date : 08/18/2023  
 Mode of Procurement: SMALL VALUE PROCUREMENT

Gentlemen:

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

Place of Delivery : See attached Terms of Reference      Delivery Term : See attached Terms of Reference  
 Date of Delivery : \_\_\_\_\_      Payment Term : within 45 days upon completion of delivery

ITEM NO.	UNIT	QTY	DESCRIPTION	UNIT COST	AMOUNT
1	BTL	348	alcohol hand spray, GREEN CROSS HAND SPRAY TOTAL DEFENSE ALCOHOL 40ML 70 % Isoprophyl, 40 ml, non-drying, hypoallergenic	55.00	19,140.00
2	PCS	96	Kiddie Tooth Brush COLGATE TOOTHBRUSH CLASSIC CHILD FLOW WRAP, EXTRA SOFT -Extra soft bristle, recommended for children ages 5+ and individual plastic wrapped, with hygiene cap, with FDA certificate of exemption, must be commercially available in the Philippines for at least 5 years, with at least 28 to 30 bundles of bristles	90.00	8,640.00
3	PCS	208	Adult Tooth Paste, COLGATE TOOTHPASTE COOLING CRYSTALS 120G TWIN PACK -1450 ppm sodium monofluorophosphate -120 grams twin pack -FDA approved	228.00	47,424.00
4	PCS	420	Face Towel, 100% cotton, Y.S CANNON FACE TOWEL 28cm x 52cm	20.00	8,400.00
5	PCS	140	Bath Towel, 100% cotton, CANNON BATH TOWEL 70cm x 140cm	150.00	21,000.00
6	PCS	104	tongue scraper MARKETPLACE STAINLESS GRADE TONGUE CLEANSER WITH CASE -Portable, individually packed, reusable stainless steel with travel case, 7 inches in length	100.00	10,400.00

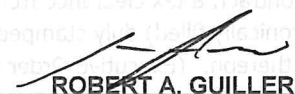
Control No. **4775** SUBTOTAL : **Php 115,004.00**

**Total Amount in Words** One Hundred Fifteen Thousand Four Pesos Only.

In case of the 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 as provided for by the, 2016 IRR of RA 9184.

Very truly yours,

Conforme :

  
**ROBERT A. GUILLERMO**  
 (Signature over printed name of Supplier)  
8/31/23  
 Date

**VICTOR MA REGIS N. SOTTO**  
 (Authorized Official)  
 City Mayor

Requisitioning Office/Dept. :

  
**JOSEPH R. FANALIGAN, MD, MHA**  
 (Authorized Official)

Funds Available :

  
**JUVY A. GUENCO**  
 Chief Accountant

Amount : ₱ 382,824.00  
 OBR No. : 100-2023-06  
0213-441



# PURCHASE ORDER

## CITY GOVERNMENT OF PASIG

Agency Name

Supplier : ALX OFFICE AND SCHOOL SUPPLIES TRADING  
 Address : 514-C Natividad St., Barangay 063, District 2, Pasay City

P.O. No. : 23-08-0551  
 Date : 08/18/2023  
 Mode of Procurement: SMALL VALUE PROCUREMENT

Gentlemen:  
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Place of Delivery : See attached Terms of Reference      Delivery Term : See attached Terms of Reference  
 Date of Delivery : \_\_\_\_\_      Payment Term : within 45 days upon completion of delivery

ITEM NO.	UNIT	QTY	DESCRIPTION	UNIT COST	AMOUNT
7	PCS	420	GERMICIDAL SOAP, SHIELD ANTIBACTERIAL BATH SOAP, 55G 55 grams -In sachet travel size -Non-dying refreshing scent -Active ingredients Octenidine HCl	35.00	14,700.00
8	BOX	96	Kiddie face mask earloop with adjustable soft metal nose, INDOPLAS KID'S FACEMASK 3 ply -50's per box -FDA approved -Disposable	120.00	11,520.00
9	BTL	36	Foaming Hand Soap, SAFEGUARD FOAMING HAND SOAP, 450ML -450ml, pump, Benzalkonium Chloride 0.12%	675.00	24,300.00
10	BTL	36	Body wash, SELSUN BLUE, ANTI-DANDRUFF SHAMPOO, 120ML -Pyrethioure anthione -Anti darn druff -Antibacterial -120ml	450.00	16,200.00
11	BTL	64	Kiddie Cologne 100ml, BABY BENCH COLOGNE, 100ML Hypoallergenic -Dermatologist and allergy tested -Alcohol-free and gentle on skin -No Parabens or pthalates	75.00	4,800.00

Control No. **4775** SUBTOTAL : **Php 186,524.00**

**Total Amount in Words** One Hundred Eighty-six Thousand Five Hundred Twenty-four Pesos Only.

In case of the 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 as provided for by the, 2016 IRR of RA 9184.

Very truly yours,

Conforme :

ROBERT A. GUILLERMO

(Signature over printed name of Supplier)

Date

8/31/23

VICTOR MA REGIS N. SOTTO

(Authorized Official)

City Mayor

Requisitioning Office/Dept. :

JOSEPH R. PANALIGAN, MD, MHA  
(Authorized Official)

Funds Available:

JUVY A. QUENCO  
Chief Accountant

Amount : P 382,824.00

OBR No. : 100-2023-06  
023-4411





# PURCHASE ORDER

## CITY GOVERNMENT OF PASIG

Agency Name

Supplier : ALX OFFICE AND SCHOOL SUPPLIES TRADING  
 Address : 514-C Natividad St., Barangay 063, District 2, Pasay City

P.O. No. : 23-08-0551  
 Date : 08/18/2023  
 Mode of Procurement: SMALL VALUE PROCUREMENT

Gentlemen:  
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Place of Delivery : See attached Terms of Reference      Delivery Term : See attached Terms of Reference  
 Date of Delivery : \_\_\_\_\_      Payment Term : within 45 days upon completion of delivery

ITEM NO.	UNIT	QTY	DESCRIPTION	UNIT COST	AMOUNT
12	BOT	172	Baby Powder 100g, JOHNSON'S BABY POWDER CLASSIC, 100G -Unscented, dermatologist-tested, hypoallergenic, clinically proven mildness formula, with FDA certificate of exemption, must be commercially available in the Philippines for at least 5 years	55.00	9,460.00
13	PCS	180	Adult tooth brush, COLGATE TOOTHBRUSH SUPER FLEXI -Soft bristles, with flexible neck, with tongue cleaner, individually plastic wrapped, with FDA certificate of exemption, must be commercially available in the Philippines for at least 5 years	95.00	17,100.00
14	BTL	36	Shampoo, 400ml, PALMOLIVE SHAMPOO 400ML -beheryl alcohol, Ammonium Lauryl sulfate, disodium phosphate, glycol distearate, methylisothiazolinone ceramide extract, FDA Approved	260.00	9,360.00
15	BTL	36	Conditioner, 350ml, CREAMSILK CONDITIONER 350ML -Aqua, cetearyl alcohol, dimenthicone, behentrimonium chloride, parfum, strearamidopropyl, FDA Approved	345.00	12,420.00
16	BTL	72	Cologne, 100ml, BABY BENCH COLOGNE, 100ML Hypoallergenic -Dermatologist and Allergy tested -Alcohol-free and gentle on skin -No parabens or phthalates	75.00	5,400.00
17	PCS	36	Cotton Rolls, CARE COTTON 400G -400g	190.00	6,840.00
18	PACK	72	Maternity Napkin, 7's, MODESS MATERNITY NAPKIN -30.2cm -Cotton Soft Cover -Non-wing	215.00	15,480.00

Control No. **4775** SUBTOTAL : **Php 262,584.00**

**Total Amount in Words** *Two Hundred Sixty-two Thousand Five Hundred Eighty-four Pesos Only.*

In case of the 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 as provided for by the, 2016 IRR of RA 9184.

Very truly yours,

Conforme :

ROBERT A. GUILLERMO

(Signature over printed name of Supplier)

Date

VICTOR MA REGIS N. SOTTO

(Authorized Official)

City Mayor

Requisitioning Office/Dept. :

JOSEPH R. PANALIGAN, MD, MHA  
(Authorized Official)

Funds Available:

JUVY A. CUENCO  
Chief Accountant

Amount : ₱ 382,824.00

OBR No. : 100-2023-06  
0213-4411



# PURCHASE ORDER

## CITY GOVERNMENT OF PASIG

Agency Name

Supplier : ALX OFFICE AND SCHOOL SUPPLIES TRADING  
 Address : 514-C Natividad St., Barangay 063, District 2, Pasay City

P.O. No. : 23-08-0551  
 Date : 08/18/2023  
 Mode of Procurement: SMALL VALUE PROCUREMENT

Gentlemen:

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

Place of Delivery : See attached Terms of Reference  
 Date of Delivery : \_\_\_\_\_

Delivery Term : See attached Terms of Reference  
 Payment Term : within 45 days upon completion of delivery

ITEM NO.	UNIT	QTY	DESCRIPTION	UNIT COST	AMOUNT
19	PACK	36	New Born Diaper, EQ DIAPER DRY NEWBORN, 22'S -at least 22pcs/pack, wider magic tape, cottony soft cover, bubble top sheet	295.00	10,620.00
20	BTL	36	Deodorant, 50ml, REXONA DEO ROLL-ON -Roll-on, 48 hour sweat and odor protection, aluminum chlorhydrate, glycerin, helianthus annuus, perfume, FDA Approved	175.00	6,300.00
21	BTL	108	Mouth wash, 250ml, COLGATE PLAX FRESHMINT 250ML Antibacterial Mouthwash kill over 99% of bacteria -No Alcohol -No Ethanol -With Sorbitol	170.00	18,360.00
22	PACKS	72	Wet wipes, HUGGIES PURE CLEAN WIPES, 64 WIPES -64 pulls, made of skin-loving natural fiber that trap mess, no fragrance, alcohol free, paraben & MIT free, chlorine free, clinically tested, safe for hands, face and body	280.00	20,160.00
23	BOX	144	Face mask earloop, 3 ply, INDOPLAS FACEMASK With Adjustable soft metal nose -50's per box -FDA Approved -Disposable	110.00	15,840.00
24	PCS	72	Denture Case, CMZ DENTAL DENTURE CASE -Plastic, assorted color, atleast 3.7" x 3.3" x 2"	110.00	7,920.00
25	TUBE	144	Denture adhesive, POLIDENT DENTURE ADHESIVE -Cream fresh mint. 20g/tube, poly (methylvinylether/maleic acid) sodium-calcium mixed partial salt, carboxymethylcellulose, zinc-free, FDA approved, with Certificate of Registration, must be commercially available in the Philippines for at least 5 years	180.00	25,920.00

Control No. **4775**

**SUBTOTAL : Php 367,704.00**

**Total Amount in Words** *Three Hundred Sixty-seven Thousand Seven Hundred Four Pesos Only.*

In case of the 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 as provided for by the, 2016 IRR of RA 9184.

Very truly yours,

Conforme :

**ROBERT A. GUILLERMO**  
 (Signature over printed name of Supplier)  
8/31/23  
 Date

**VICTOR MA REGIS N. SOTTO**  
 (Authorized Official)  
 City Mayor

Requisitioning Office/Dept. :

**JOSEPH R. PANALIGAN, MD, MHA**  
 (Authorized Official)

Funds Available :

**JUVY A. CUENCO**  
 Chief Accountant

Amount : ₱ 362,824.00  
 OBR No. : 100-2023-06  
0213-4411





**PURCHASE ORDER**  
**CITY GOVERNMENT OF PASIG**

Agency Name

Supplier : ALX OFFICE AND SCHOOL SUPPLIES TRADING  
Address : 514-C Natividad St., Barangay 063, District 2, Pasay City

P.O. No. : 23-08-0551  
Date : 08/18/2023  
Mode of Procurement: SMALL VALUE PROCUREMENT

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

Place of Delivery : See attached Terms of Reference Delivery Term : See attached Terms of Reference  
Date of Delivery : \_\_\_\_\_ Payment Term : within 45 days upon completion of delivery

ITEM NO.	UNIT	QTY	DESCRIPTION	UNIT COST	AMOUNT
26	PACK	144	Denture cleanser, POLIDENT DENTURE CLEANSER 6 Tablets/Pack -Sodium Bicarbonate -Citric-Acid -Potassium Caraoate -Sodium Carbonate -Sodium Peroxide  *Purchase Order shall cover all the items found in the Request for Quotation, Terms of Reference/ Technical Specification and Bid Bulletin/s if any.	105.00	15,120.00
***** Nothing Follows *****					

For the use of City Health Department-Dental for the use of City Health Office

Control No. **4775** **GRAND TOTAL : Php 382,824.00**

**Total Amount in Words** Three Hundred Eighty-two Thousand Eight Hundred Twenty-four Pesos Only.

In case of the 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 as provided for by the, 2016 IRR of RA 9184.

Very truly yours,

Conforme :

ROBERT A. GUILLERMO

(Signature over printed name of Supplier)

Date

8/31/23

VICTOR MA REGIS N. SOTTO

(Authorized Official)

City Mayor

Requisitioning Office/Dept. :

JOSEPH R. PANALIGAN, MD, MHA  
(Authorized Official)

Funds Available :

JUVY A. CUENCO  
Chief Accountant

Amount : ₱ 382,824.00

OBR No. : 100 - 2023 - 06

0213 - 441