



# PURCHASE ORDER

## CITY GOVERNMENT OF PASIG

Agency Name

Supplier : <u>G.UY GENERAL MERCHANDISE</u>	P.O. No. : <u>23-10-0750</u>
Address : <u>102 Ligaya St., 7th Avenue, Brgy. 112, District 2, Caloocan City</u>	Date : <u>10/27/2023</u>
Mode of Procurement: <u>SMALL VALUE PROCUREMENT</u>	

Gentlemen:

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

Place of Delivery : <u>Please see attached Terms of Reference</u>	Delivery Term : <u>Please see attached Terms of Reference</u>
Date of Delivery : _____	Payment Term : <u>within 45 days upon completion of delivery</u>

ITEM NO.	UNIT	QTY	DESCRIPTION	UNIT COST	AMOUNT
1	BOX/S	3	Pencil, MONGOL #2 12pcs/box	92.00	276.00
2	PC/S	10	Stamp Pad, JOY #1 No 1	58.00	580.00
3	PC/S	20	Stamp Pad Ink, JOY (30ML) 30ml Color: Green	45.00	900.00
4	PC/S	20	Highlighter, EXCELL Assorted Color	35.00	700.00
5	PC/S	20	Correction Tape, JOY-8M/J-863 Film Base Type, 20mm x 5m approx	26.00	520.00
6	ROLLS	1	Laminating Film, QUAFF-ROLL 9" 250 MIC Roll 9" 250 Micron	1,126.65	1,126.65
7	PC/S	5	Xerox Toner, S2320 FUJI XEROX TONER- (COMPATIBLE) Cartridge Color: Black Fuji Xerox DocuCentre: S2320	1,250.00	6,250.00
8	BOX/S	5	Sign Pen, PILOT V5 SIGNPEN-BLUE (3'S/PACK) 0.5mm 3pcs/box Color: Blue	200.10	1,000.50


Control No. **4975** SUBTOTAL : **Php 11,353.15**

**Total Amount in Words** Eleven Thousand Three Hundred Fifty-three Pesos And 15/100 Only.

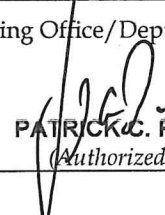
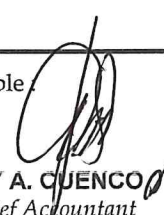
In case of the failure to make the full delivery within the time specified above, a penalty of one tenth (1/10) of one (1) percent for every day of delay shall be imposed as provided for by the, 2016 IRR of RA 9184.

Very truly yours,

Conforme :

  
**DORCAS MARIE C. GICAIN**  
 (Signature over printed name of Supplier)  
11/10/2023  
 Date

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

Requisitioning Office/Dept. :   <b>PATRICK C. PLANDIANO</b> (Authorized Official)	Funds Available :   <b>JUVY A. CUENCO</b> Chief Accountant	Amount : <u>₱ 88,069.30</u> OBR No. : <u>106-2023-05</u> <u>6018-8852</u>
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## CITY GOVERNMENT OF PASIG

Agency Name

Supplier : <u>G.UY GENERAL MERCHANDISE</u>	P.O. No. : <u>23-10-0750</u>
Address : <u>102 Ligaya St., 7th Avenue, Brgy. 112, District 2, Caloocan City</u>	Date : <u>10/27/2023</u>
Mode of Procurement: <u>SMALL VALUE PROCUREMENT</u>	

Gentlemen:

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Date of Delivery : _____	Payment Term : <u>within 45 days upon completion of delivery</u>

ITEM NO.	UNIT	QTY	DESCRIPTION	UNIT COST	AMOUNT
9	BOX/S	5	Bond Paper, PAPERONE-A4-70GSM 5reams/box Size: A4	1,063.13	5,315.65
10	BOX/S	5	Bond Paper, PAPERONE-LONG-70GSM 5reams/box Size: Long	1,249.50	6,247.50
11	PC/S	3	Paper puncher, PUNCHER 2HOLE-(HEAVY DUTY) Two Hole Punch Size: 145 x 110 x 130mm approx	160.00	480.00
12	BOX/S	5	Paper Clip, MPC 50mm 100pcs/box	35.00	175.00
13	CART	20	EPSON INK #003 (YELLOW), EPSON 003 65ml	343.75	6,875.00
14	CART	20	EPSON INK #003 (CYAN), EPSON 003 65ml	343.75	6,875.00
15	CART	20	EPSON INK #003 (MAGENTA), EPSON 003 65ml	343.75	6,875.00
16	BOX/S	30	Ballpen, HBW 2000-BLACK 12pcs/box Color: Black	81.60	2,448.00
17	PC/S	10	Stapler #35, HBW-REMOVER #35 with remover	125.00	1,250.00

Control No. **4975** SUBTOTAL : **Php 47,894.30**

**Total Amount in Words** Forty-seven Thousand Eight Hundred Ninety-four Pesos And 30/100 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 :

DORCAS MARIE C. GICAIN / *[Signature]*  
(Signature over printed name of Supplier)  
11/10/2023  
Date

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

Requisitioning Office/Dept. :  <b>PATRICK C. PLANDIANO</b> (Authorized Official)	Funds Available :  <b>JUVY A. CUENCO</b> Chief Accountant	Amount : <u>P 88,669.30</u> OBR No. : <u>106-2023-05</u> <u>0018-8852</u>
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# PURCHASE ORDER

## CITY GOVERNMENT OF PASIG

Agency Name

Supplier : G.UY GENERAL MERCHANDISE

P.O. No. : 23-10-0750

Address : 102 Ligaya St., 7th Avenue, Brgy. 112, District 2, Caloocan City

Date : 10/27/2023

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 : Please see attached Terms of Reference

Delivery Term : Please 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
18	PCS	1	Ream Cutter A4, ITECH REAM CUTTER	7,975.00	7,975.00
19	BOX	25	PVC ID cards, QUAFF 230pcs/box Size: 84 x 54mm approx Blank Sheet  *Purchase Order shall cover all items found in the Request for Quotation, Terms of Reference/Technical Specifications and Bid Bulletin/s, if any.	1,288.00	32,200.00
***** Nothing Follows *****					

Control No. **4975**

**GRAND TOTAL :** **Php 88,069.30**

**Total Amount in Words** Eighty-eight Thousand Sixty-nine Pesos And 30/100 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 :

DORCAS MARIE C. GICAIN

(Signature over printed name of Supplier)

11/10/2023  
Date

VICTOR MA REGIS N. SOTTO  
(Authorized Official)

City Mayor

Requisitioning Office/Dept. :

PATRICK G. PLANDIANO  
Authorized Official

Funds Available:

JUVY A. CUENCO  
Chief Accountant

Amount : ₱88,069.30

OBR No. : 100-2023-05  
0016-0552