



# PURCHASE ORDER

## CITY GOVERNMENT OF PASIG

Agency Name

Supplier : G.UY GENERAL MERCHANDISE  
 Address : 102 Ligaya St., 7th Avenue, Brgy. 112, District 2, Caloocan City

P.O. No. : 23-11-0761  
 Date : 11/03/2023  
 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 refer to the TOR      Delivery Term : Please refer to the TOR  
 Date of Delivery : -      Payment Term : within 45 days upon completion of delivery

ITEM NO.	UNIT	QTY	DESCRIPTION	UNIT COST	AMOUNT
16	REAM	4	Colored paper, assorted color, legal, 250's, DIAMOND 80GSM - LEGAL *Purchase Order shall cover all the items found in the Request for Quotation, Terms of Reference/Technical Specification, and Bid Bulletin/s, if any  SUBMITTED PRICE: Php 79,252.89 CALCULATED PRICE: Php 79,253.50  Section 34.4 of the 2016 revised IRR of RA 9184 provides that the award of the contract to the bidder with the Lowest Calculated and Responsive bid shall be based on the bidder's submitted bid price or calculated price, whichever is lower.  Since the submitted price is lower than the calculated price, the submitted price was the basis of the award of the contract.	255.75	1,023.00
***** Nothing Follows *****					
Procurement of Supplies to used for (BADAC,BBI's,VAW) for the use of C.R.I.O. / Barangay Affairs Office (BAO)					Php 79,252.89

Control No. **5011** **GRAND TOTAL : Php 79,253.50**

**Total Amount in Words** Seventy-nine Thousand Two Hundred Fifty-three Pesos And 50/100 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 :

*marie*  
DORCAS MARIE C. GICAIN  
 (Signature over printed name of Supplier)  
11-21-23  
 Date

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

Requisitioning Office/Dept. : <div style="text-align: center;"><i>Cecile S. Blas</i>  <u>CECILE S. BLAS</u>          (Authorized Official)</div>	Funds Available : <div style="text-align: center;"><i>Juvy A. Cuenco</i>  <u>JUVY A. CUENCO</u>          Chief Accountant</div>	Amount: <u>Php 79,252.89</u> <u>100-2023-08-6635-1014</u> OBR No. : <u>100-2023-6635-1014</u>
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ITEM NO.	UNIT	QTY	DESCRIPTION	UNIT COST	AMOUNT
10	ROLL	10	Transparent tape, SENO 1", 15m	30.00	300.00
11	BOX	1	White board marker, EXCELL BLACK BULLIT TYPE Color - Black, 12 pcs/box, bullet type	620.40	620.40
12	REAM	5	A4 Bond Paper, PAPER ONE A4 70GSM 70 gsm (8.25 x 11.75), 500 sheets per ream	298.40	1,492.00
13	REAM	5	Short Bond Paper, PAPER ONE SHORT 70GSM 70 gsm (8.50 x 11.00), 500 sheets per ream	279.35	1,396.75
14	REAM	5	Long Bond Paper, PAPER ONE LONG 70GSM 70 gsm (8.50 x 13.00), 500 sheets per ream	312.38	1,561.90
15	PACK/S	15	Manila Paper, VECO 36" x 48" 2 Sheets / pack	17.43	261.45

Control No. **5011** SUBTOTAL : **Php 78,230.50**

**Total Amount in Words** Seventy-eight Thousand Two Hundred Thirty Pesos And 50/100 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 :

*Marie*  
DORCAS MARIE C. GICAIN  
 (Signature over printed name of Supplier)  
11-21-23  
 Date

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

Requisitioning Office/Dept. :  
*Cecile S. Blas*  
CECILE S. BLAS  
 (Authorized Official)

Funds Available :  
*Juvy A. Cuenco*  
JUVY A. CUENCO  
 Chief Accountant

Amount: ₱ 79,252.89  
100-2023-08-0035-1014  
 OBR No. : 100-2023-0038-1014



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

P.O. No. : 23-11-0761  
 Date : 11/03/2023  
 Mode of Procurement: SMALL VALUE PROCUREMENT

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 Date of Delivery : -      Payment Term : within 45 days upon completion of delivery


ITEM NO.	UNIT	QTY	DESCRIPTION	UNIT COST	AMOUNT
1	PACKS	16	Cardboard Special Paper, VELLUM ELIT SPECIALTY PAPER 220GSM Plain White, 200gsm 100pcs/pack (Long)	496.00	7,936.00
2	PCS	390	Plastic envelope with handle, DIAMOND Transparent enveloped with handle and push lock (Long)	70.14	27,354.60
3	PCS	390	Spiral Notebook, HOTS 145 x 210 mm / 5.70 x 8.26 inches (80 Leaves)	25.50	9,945.00
4	PCS	390	Pencil with lead eraser, MONGOL #2 No. 2	8.32	3,244.80
5	PCS	390	Ballpen, HBW RETRACTABLE 0.5MM Oil gel pen retractable, Color: Black, Pen tip size: 0.5 mm	7.38	2,878.20
6	PCS	390	ID Lace, A&F PRINTING PRESS (MANUFACTURER) Lanyard - 36 Inches length/long, 3/4 of an inch wide. (BLUE)	17.50	6,825.00
7	PCS	390	ID Holder, ACURA/SACURA Badge holder cards protector, 4x3 inches horizontal ID card name tag holder clear soft vinyl plastic sleeve with waterproof type resealable zip.	33.00	12,870.00
8	BOX	8	Face Mask, AIDELAI Surgical, disposable, 50's	44.55	356.40
9	BOX	2	Permanent marker, EXCELL BLACK Color: Black - 12pcs/box	594.00	1,188.00

Control No. **5011** SUBTOTAL : **Php 72,598.00**

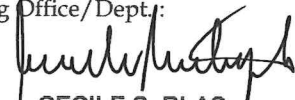
**Total Amount in Words** *Seventy-two Thousand Five Hundred Ninety-eight Pesos Only.*

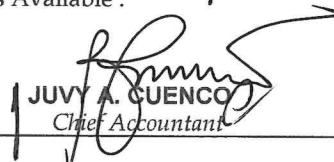
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Conforme :  
  
DORCAS MARIE C. GICAIN  
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 Date

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

Requisitioning Office/Dept. :  
  
**CECILE S. BLAS**  
 (Authorized Official)

Funds Available :  
  
**JUVY A. CUENCO**  
 Chief Accountant

Amount : ₱ 79,252.99  
100-2023-08-0035-194  
 OBR No. : 100-2023-0038-1014