

PURCHASE ORDER**PROVINCIAL ENGINEER'S OFFICE**

Agency / Requisitioning Office

Supplier	SANDUGO PRESS MARKETING & SUPPLIES	D.O. No. P.O. NO. 2020-047 ✓
Address	0027, M. Parras St. Cor. Visarra St., Poblacion II, Tagbilaran City	Date : March 3, 2020 ✓
E-mail Address		Mode of
Telephone No.	(038) 412-2353	Procurement : Public Bidding ✓
TIN	175-101-923-000	

Gentlemen/Mesdames:

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

Place of Delivery :	PROVINCIAL ENGINEER'S OFFICE	Delivery Term :	Please read at the
Address :	NEW CAPITOL COMPLEX, TAGBILARAN CITY		back hereof.
Date of Delivery :	FIFTEEN (15) days upon receipt of NTP	Payment Term	upon completion of delivery
Warranty Period:	3 months		

ITEM	UNIT	DESCRIPTION	QTY.	UNIT COST	AMOUNT
Common Office Supplies					
1	ream	A3 Paper (ADVANCE)	3 ✓	378.00	1,134.00
2	ream	Paper Multicopy S20 A4 (ADVANCE)	72 ✓	249.50	17,964.00
3	pc	Ballpen Blue - Matrix (HBW)	50 ✓	7.20	360.00
4	pc	Ballpen Black - Matrix (HBW)	50 ✓	7.20	360.00
5	pack	Battery "AA" 4 pcs./pack (EVEREADY)	3 ✓	215.00	645.00
6	pack	Battery "AAA" 4 pcs./pack (EVEREADY)	3 ✓	242.50	727.50
7	ream	Paper Multicopy S20 Long (CACTUS)	50 ✓	249.70	12,485.00
8	pc	Envelope, Brown Long (OFFICE MAX)	30 ✓	3.75	112.50
9	box	Carbon paper Long (STAR MAX)	5 ✓	132.00	660.00
10	pc	Correction Tape (RAINBOW)	15 ✓	49.70	745.50
11	pc	Folder, Expanded Long w/ Metal (Green)	50 ✓	28.00	1,400.00
12	pc	Folder, Expanded Long (Green) (DX)	100 ✓	14.50	1,450.00
13	box	Fastener, Plastic (50's sets) (PRINCE)	19 ✓	49.70	944.30
14	pc	Flag of Bohol (Standard)	2 ✓	1,250.00	2,500.00
15	pc	Flag of the Philippine (Standard)	2 ✓	174.00	348.00
16	pc	Folder, Ordinary Long White (SYSTEM)	250 ✓	6.60	1,650.00
17	pc	Folder, Ordinary White A4 (SYSTEM)	148 ✓	5.75	851.00
18	pc	Folder, Ordinary Long Green (AGAIN)	250 ✓	6.60	1,650.00
19	pc	Folder, Ordinary Long Yellow (AGAIN)	200 ✓	6.60	1,320.00
20	pc	Index Card 6x9.5 (Salary)	151 ✓	4.15	626.65
21	ream	Mimeo Paper Long S-20 (BQ)	30 ✓	240.00	7,200.00
22	ream	Mimeo Paper Short S-20 (BQ)	30 ✓	225.60	6,768.00
23	pc	Notebook 80 Leaves (HOTS)	50 ✓	14.50	725.00
24	box	Envelope, Mailing Long (500's) (MAPPEO)	1 ✓	276.00	276.00
25	box	Paper Clip Big, Vinyl Coated (PRINCE)	5 ✓	21.60	108.00
26	jar	Paste Jar (RED STONE)	10 ✓	35.00	350.00
27	tube	Pencil Lead # 0.5 (PILOT)	5 ✓	19.65	98.25
28	pc	Pencil #2 (HBW)	50 ✓	6.75	337.50
29	pc	Record Book 200 Leaves (VISION)	25 ✓	62.20	1,555.00
30	pc	Record Book 500 Leaves (VISION)	15 ✓	165.00	2,475.00
31	pc	Record Book Half Size (500 Leaves)	20 ✓	84.00	1,680.00