

## PURCHASE ORDER

### COMMISSION ON AUDIT

Agency / Requisitioning Office

Supplier	PARK AVENUE GENERAL MERCHANDISE	D.O. No. P.O. NO. 2020-416
Address	J.A Clarin St. Poblacion III, Tagbilaran City	Date : June 29, 2020
E-mail Address	alethrosie@yahoo.com	Mode of
Telephone No.	411-3635	Procurement : NEGOTIATED
TIN	102-296-178-000	2ND FAILURE

Gentlemen/Mesdames:

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

Place of Delivery :	COMMISSION ON AUDIT	Delivery Term : Please read at the
Address :	Dampas District, Tagbilaran City	back hereof.
Date of Delivery :	within 5 days upon receipt of NTP	Payment Term upon completion of delivery
Warranty Period:	3 months	

ITEM	UNIT	DESCRIPTION	QTY.	UNIT COST	AMOUNT
1	ream	Paper, Multipurpose,S20-Long CACTUS	20	267.75	5,355.00
2	ream	Paper, Multipurpose,S20-Short CACTUS	20	236.75	4,735.00
3	pc	Envelope, Expanding w/ tring & Eyelet or Elastic Strap, Legal MARINE	100	13.75	1,375.00
4	pc.	Brown Envelope, Long Ordinary MARINE	25	2.15	53.75
5	pc.	Brown Envelope, Short Ordinary MARINE	25	1.70	42.50
6	box	Mailing Envelope 4x10, 500s MARINE	1	487.55	487.55
7	pc.	Record Book 300 pages SHINY	16	87.36	1,397.76
8	roll	Cellophane Tape-3/4" POLYTAPE	4	8.45	33.80
9	roll	Packaging Tape 2" (Heavy Duty) CROCO	6	63.41	380.46
10	roll	Masking Tape 1" SUPREME	2	23.95	47.90
11	roll	Cellophane Tape-1" ARMAK	4	31.70	126.80
12	pc.	Correction Tape 10m JOY	5	28.15	140.75
13	bottle	Glue-All(Multipurpose Glue)118ml ELMER'S	1	59.20	59.20
14	pc.	Sticky Note Page Marker(20x76mm) KAI SETI	3	26.80	80.40
15	pc.	Plastic Twine	1	112.65	112.65
16	pc.	Sign Pen Black MYGEL	5	29.60	148.00
17	pc.	Black Marker, Fine Red PILOT	1	46.85	46.85
18	pc.	Black Marker, Fine Black PILOT	1	46.85	46.85
19	pc.	Red Ballpens HBW	25	7.05	176.25
20	pc.	Black Ballpens HBW	25	7.05	176.25
21	pc.	Highlighter(Yellow, Green, Orange, Pink) STABILLO	3	47.91	143.73
22	box	Paper Clips(Plastic Coated-Big) PRINCE	5	25.36	126.80
23	box	Paper Clips(Plastic Coated-Small) PRINCE	5	11.98	59.90
24	pc.	Binder Clips Big	24	6.34	152.16
25	pc.	Binder Clips Small	24	2.82	67.68