



Standard Form Number: SF-GOOD-58
Revised on: May 24, 2004
Standard Form Title: Purchase Order

NEGOTIATED CANVASS NO. 20-0463
P.R No. 2020-0610

PURCHASE ORDER
OFFICE OF THE PROVINCIAL SOCIAL WELFARE AND DEVELOPMENT

Agency / Requisitioning Office

Supplier	3 MSG ENTERPRISES	D.O. No. P.O. NO. 2020-867
Address	Purok 4, Pondol Loon, Bohol	Date : _____
E-mail Address	<u>geralsev1348@gmail.com</u>	Mode of _____
Telephone No.	(0948)041-3867	Procurement : NEGOTIATED
TIN	437-972-089-000	SMALL VALUE PROCUREMENT

Gentlemen/Mesdames:

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

Place of Delivery :	OFFICE OF THE PROVINCIAL SOCIAL WELFARE AND DEVELOPMENT	Delivery Term : Please read at the
Address :	Tamblot St, Tagbilaran City, Bohol	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
		Common Office Supplies			
1	boxes	Ballpen, ordinary, 50's - blue HBW	5	329.60	1,648.00
2	box	Carbon Film/Paper - Long, (black) 100's CLUB/ JOY	1	767.60	767.60
3	boxes	Clip,backfold(Binder Clip),all metal,clamping:50mm, 12's (Jumbo)	5	100.40	502.00
4	pcs	Columnar notebook - 20 columns, 50L	12	135.00	1,620.00
5	pcs	Correction pen, 7ml PAPERMATE/ JOY	20	118.20	2,364.00
6	pcs	Envelope, Expanding, With String and eyelet or elastic strap, Legal PHOENIX	50	13.00	650.00
7	boxes	Envelope, Mailing, Long, 100's CLASSIC	4	106.20	424.80
8	boxes	Fastener, plastic, 50's HBW/ JOY	40	78.20	3,128.00
9	pcs	Fax Paper (Thermal) 216x30 M	3	102.00	306.00
10	pcs	File organizer, expanding, plastic, 12 pockets	4	244.10	976.40
11	pcs	Folder, Ordinary, Long	300	7.70	2,310.00
12	bottle	Glue 240gms ELMER'S	15	118.40	1,776.00
13	pcs	Highlighter, pen type, broad (assor. color) FABER/ ARTLINE	5	40.40	202.00
14	pcs	Logbook / record book, hardbound, 300pages VECO	12	374.10	4,489.20
15	pcs	Logbook / record book, ordinary, 300pages VECO	10	98.50	985.00
16	box	Marker, Permanent, broad - Black, 12's ARTLINE/ PILOT	1	460.40	460.40
17	box	Marker, Permanent, broad - Blue, 12's ARTLINE/ PILOT	1	460.40	460.40
18	pack	Paper, Board, 10's, A4	3	50.10	150.30