

PURCHASE ORDER
OFFICE OF BOARD MEMBER LUCILLE YAP LAGUNAY

Agency / Requisitioning Office

Supplier	3 MSG ENTERPRISES	D.O. No. P.O. NO. 2020-718			
Address	Purok 4, Pondol Loon, Bohol	Date : November 9, 2020			
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 BOARD MEMBER LUCILLE YAP LAGUNAY	Delivery Term : Please read at the			
Address :	New Capitol Building, 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
53	pcs	Notepad, stick-on, 1/8 size	3	34.40	103.20
54	pcs	Notepad, stick-on, 1/4 size	3	37.00	111.00
55	pcs	Notepad, stick-on, 3/3 size	3	38.20	114.60
56	pcs	Ring binder 1/2"	5	11.50	57.50
57	tube	Cutter blade for heavy duty cutter	5	16.10	80.50
58	pcs	Scissor, multipurpose 8.5	3	78.50	235.50
59	pcs	Ring binder 3/4"	5	21.30	106.50
60	pcs	Ring binder 3/8"	5	8.10	40.50
61	pcs	Ring binder 5/8"	5	19.00	95.00
62	pcs	Ring binder 1"	5	34.40	172.00
63	pcs	Ring binder 1 1/2"	2	50.10	100.20
64	pcs	Ring binder 1 3/4"	2	53.50	107.00
65	pcs	Ring binder 2"	2	57.40	114.80
66	box	Staple wire no. 35 MAX/ JOY	2	51.30	102.60
67	box	Staple wire no. 10 MAX/ JOY	5	9.20	46.00
68	box	Rubber band TM/ EVERLASTING/ BRITE	1	175.40	175.40
69	btl	Glue 250gms ELMER'S/ HBW	1	118.40	118.40
70	jar	Paste jar, 190g	1	53.30	53.30
71	pcs	Calculator, digital 12 digit solar cel CASIO	1	615.50	615.50
72	pcs	File tray/organizer 3-layer, metal	5	357.50	1,787.50
73	pcs	Magazine file box large size, made of chipboard	1	129.50	129.50

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