



PURCHASE ORDER
GOVERNOR'S OFFICE
Agency / Requisitioning Office

Supplier	3 MSG ENTERPRISES	D.O. No. P.O. NO. 2021-174 ✓
Address	Purok 4, Pondol Loon, Bohol	Date : May 10, 2021 ✓
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 :	GOVERNOR'S OFFICE ✓	Delivery Term :	Please read at the
Address :	New Capitol Site, Tagbilaran City		back hereof.
Date of Delivery :	within 30 days upon receipt of NTP	Payment Term :	upon completion of delivery ✓
Warranty Period:	1 year ✓		

ITEM	UNIT	DESCRIPTION	QTY.	UNIT COST	AMOUNT
1	boxes	Ballpen, ordinary 50's - (black) HBW/ FLEXSTICK	10 ✓	329.00	3,290.00 ✓
2	boxes	Ballpen, ordinary 50's - (blue) HBW/ FLEXSTICK	10 ✓	329.00	3,290.00 ✓
3	pcs	Correction Pen, 7 ml JOY/ PAPERMATE	30 ✓	118.00	3,540.00 ✓
4	pcs	Correction Tape, 10m roller type, durable JOY	100 ✓	40.00	4,000.00 ✓
5	pcs	Envelope, Expanding with string and eyelet or elastic strap (Legal) assorted colors	1000 ✓	19.00	19,000.00 ✓
6	boxes	Fastener, Plastic, 50's PHOENIX/ AX	100 ✓	65.00	6,500.00 ✓
7	pcs	Folder, Ordinary, Long, Red JPY/ HBW/ KW TRIO	100 ✓	7.00	700.00 ✓
8	pcs	Folder, Ordinary, Long, Blue	100 ✓	7.00	700.00 ✓
9	pcs	Folder, Ordinary, Long, Green	100 ✓	7.00	700.00 ✓
10	pcs	Folder, Ordinary, Long, Pink	100 ✓	7.00	700.00 ✓
11	pcs	Folder, Ordinary, Long, Yellow	100 ✓	7.00	700.00 ✓
12	pcs	Folder, Ordinary, Long, Orange	100 ✓	7.00	700.00 ✓
13	bottles	Glue, All purpose, 130ml ELMER'S	50 ✓	57.00	2,850.00 ✓
14	pcs	Highlighter, pen type, fine, pink ARTLINE/ FABER	25 ✓	40.00	1,000.00 ✓
15	pcs	Highlighter, pen type, fine, yellow ARTLINE/ FABER	25 ✓	40.00	1,000.00 ✓
16	pcs	Highlighter, pen type, fine, green ARTLINE/ FABER	25 ✓	40.00	1,000.00 ✓
17	pcs	Highlighter, pen type, fine, blue ARTLINE/ FABER	25 ✓	40.00	1,000.00 ✓
18	pcs	Data folder 3x9x15" Top Oblong (Hardbound)	100 ✓	414.00	41,400.00 ✓
19	bottles	Ink for permanent marker - black 30 ml.	25 ✓	89.00	2,225.00 ✓
20	bottles	Ink for permanent marker - blue 30 ml. PILOT/ ARTLINE	25 ✓	89.00	2,225.00 ✓
21	boxes	Paper clip, vinyl coated, 100's (small) PILOT/ ARTLINE	100 ✓	10.00	1,000.00 ✓