

PURCHASE ORDER
OFFICE OF THE SOCIAL WELFARE AND DEVELOPMENT
 Agency/Procuring Entity

Supplier :	GOLDEN AI TRADING	D.O. No. :	P.O. # - 2022 - 377
Address :	0144-Janssen Heights, Dampas District, Tagbilaran City	Date :	August 15, 2022
Telephone No.:		Mode of	Public
TIN :		Procurement :	Bidding

Gentlemen/Mesdames:

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

Place of Delivery:	OFFICE OF THE SOCIAL WELFARE AND DEVELOPMENT	Delivery Term: Please Read Terms & Conditions at the back hereof
Date of Delivery :	FIFTEEN (15) DAYS AFTER RECEIPT OF NOTICE TO PROCEED	Payment Term: Upon Completion of Delivery
Warranty Period:	THREE (3) MONTHS	

Item No.	QTY	UNIT	DESCRIPTION OF SUPPLIES	UNIT COST	AMOUNT
COMMON OFFICE SUPPLIES:					
1	7	boxes	Cash book(Gen. Form No. 103 for Regular Accountable Officers)	450.00	3,150.00
2	5	boxes	Clip, backfold(Binder Clip,)All Metal, Clamping: 25mm, 12's(Medium)	36.00	180.00
3	4	boxes	Clip, backfold(Binder Clip),all metal, clamping:50mm, 12's(Jumbo)	100.00	400.00
4	10	pcs.	Columnar Notebook-20 columns, 50L	140.00	1,400.00
5	6	pcs.	Columnar Notebook-10 columns, 50L	98.00	588.00
6	18	pcs.	Correction pen, 8ml(rolling ball-metal tip) - HBW/PAPERMATE/UNI	137.00	2,466.00
7	10	pcs.	Correction tape 10m	51.00	510.00
8	25	pcs.	Envelope , Ordinary, Long	8.50	212.50
9	20	pcs.	Envelope, Expanding with string and eyelet or elastic strap, legal	18.00	360.00
10	1	box	Envelope, Mailing, Long, 100's	107.00	107.00
11	45	boxes	Fastener, plastic, 50's - FORTUNE/PRINCE/HBW	80.00	3,600.00
12	1	pc.	Fax paper(Thermal)216 x 30M	105.00	105.00
13	100	pcs.	Folder, expanded, legal(assorted color)	37.00	3,700.00
14	300	pcs.	Folder, Ordinary, Long	8.00	2,400.00
15	20	btls.	Glue, All purpose, 130gms. - EASY/ELMER'S/HBW	64.00	1,280.00
16	15	pcs.	Highlighter, pen type, broad(assor.color) - HBW/STABILO	45.00	675.00
17	10	pcs.	Logbook/record book, hardbound, 300 pages pcs. - VECO/VALLIANT/ADVANT/ADVANCE/FORTUNE/MERIT	380.00	3,800.00
18	10	pcs.	Logbook/record book, ordinary, 300 pages - VECO/VALLIANT/ADVANT/ADVANCE/FORTUNE/MERIT	103.00	1,030.00
19	1	box	Marker, Permanent, broad-Black, 12's - HBW/PILOT	462.00	462.00
20	1	box	Marker, Permanent, broad-Blue, 12's - HBW/PILOT	462.00	462.00
21	10	boxes	Paper Clip, vinyl coated, 100's-big - PRINCE/TM/HBW	35.00	350.00
22	85	reams	Paper, Multicopy, S20-A4 - IXORA/CACTUS/SMARTIST/COPYONE/AONE	280.00	23,800.00
23	30	reams	Paper, Multicopy, S20-Long - IXORA/CACTUS/SMARTIST/COPYONE/AONE	320.00	9,600.00
24	2	packs	Paper Special Short(Heavenly Cream & Passionate Pink) - CENTENIAL/ESSENTIAS/CANON	64.00	128.00