



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

PROJECT REFERENCE NO. 19-0341  
P.R No. 2019-0623

**PURCHASE ORDER**  
**SP - VICE GOVERNOR'S OFFICE**

Supplier	<b>GOLDEN AI TRADING</b>	Agency / Requisitioning Office
Address	<b>0144 JANSSEN HEIGHTS, DAMPAS DISTRICT, TAGBILARAN CTY</b>	D.O. No. <b>P.O. NO. 2020-165</b>
E-mail Address		Date : <b>March 3, 2020</b>
Telephone No.	<b>3448772</b>	Mode of
TIN	<b>129-025-972-000</b>	<b>Procurement : Public Bidding</b>

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

Place of Delivery :	<b>SP - VICE GOVERNOR'S OFFICE</b>	Delivery Term :	<b>Please read at the</b>
Address :	<b>NEW BOHOL CAPITOL BUILDING, TAGBILARAN CITY</b>		<b>back hereof.</b>
Date of Delivery :	<b>WITHIN 10 WORKING DAYS UPON RECEIPT OF NTP</b>	Payment Term :	<b>upon completion of delivery</b>
Warranty Period:	<b>3 months</b>		

ITEM	UNIT	DESCRIPTION	QTY.	UNIT COST	AMOUNT
<b>OFFICE SUPPLIES:</b>					
8	pc	Folder, Ordinary, A4			
11	pc	Logbook/Record Book, hardbound, 300 pages - VALIANT/AVANTY	75	6.00	450.00
12	pc	Logbook/Record Book, hardbound, 500 pages - VALIANT/AVANTY	5	350.00	1,750.00
13	box	Marker, Permanent, fine Black and Blue, 12s - PILOT/GT	15	450.00	6,750.00
14	box	Marker, Whiteboard, fine, Black and Blue, 12s - PILOT/GT	2	450.00	900.00
16	box	Paper Clip, vinyl coated, 100's - big - HBW/PRINCE	1	650.00	650.00
17	ream	Paper, Multicopy, S20 - A4 - HP PAPER/CACTUS	5	12.00	60.00
18	ream	Paper, Multicopy, S20 - Long - HP PAPER/CACTUS	50	230.00	11,500.00
19	pack	Paper, Sticker, A4 Size Satin 80 gsm, 10's - TM	50	250.00	12,500.00
21	pc	Sign Pen .07mm, black and blue - MYGEL	10	47.00	470.00
<b>HOUSEKEEPING SUPPLIES:</b>					
23	bottle	Air freshener (car) 320 ml. - GLADE	12	68.00	816.00
24	bottle	Alcohol (isopropyl 70% - 500 ml) - GREEN CROSS	9	250.00	2,250.00
25	pack	Battery AA, heavy duty, 4's - EVEREADY/PANASONIC	14	90.00	1,260.00
30	pack	Garbage Bag, Black size 37" x 37" x 42" 10pcs / pack, XL - FAMILY/CHEERSDE	2	160.00	320.00
32	bottle	Soap (hand soap, liquid 500ml.) - LIQUID HANDSOAP	5	90.00	450.00
<b>INK for COMPUTER:</b>					
34	pc	Ink #678 black - HP	5	80.00	400.00
35	pc	Ink #678 colored - HP	11	500.00	5,500.00
36	pc	Ink cartridge, (HP704) Black - HP	5	500.00	2,500.00
37	pc	Ink cartridge, (HP704) Tri-Color - HP	5	500.00	2,500.00