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PURCHASE ORDER
PROVINCIAL ACCOUNTING OFFICE

Agency / Requisitioning Office

Supplier Address E-mail Address Telephone No. TIN	3 MSG ENTERPRISES	D.O. No. P.O. NO. 2020-557
	Purok 4, Pondol Loon, Bohol	Date : August 26, 2020
	geralsev1348@gmail.com	Mode of
	(0948)041-3867	Procurement : NEGOTIATED
	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 :	PROVINCIAL ACCOUNTING OFFICE	Delivery Term	Please read at the
Address :	New Capitol Site, Tagbilaran City		back hereof.
Date of Delivery :	upon receipt of NTP	Payment Term :	upon completion of delivery
Warranty Period:	3 months		

ITEM	UNIT	DESCRIPTION	QTY.	UNIT COST	AMOUNT
1	reams	Multi-Copy, Short, S-20, 500s	50	225.00	11,250.00
2	reams	Multi-Copy, A4, S-20, 500's	50	280.00	14,000.00
3	reams	Multi-Copy, Long, S-20, 500's	50	310.00	15,500.00
4	box	Sign Pen , 0.5mm, blue, 12's	1	806.00	806.00
5	pcs.	Ballpen, BP-S Fine	120	35.00	4,200.00
6	boxes	Ballpen, Ordinary, 50's Black	4	329.00	1,316.00
7	boxes	Ballpen, Ordinary, 50's Blue	4	329.00	1,316.00
8	box	Marker Pen, Broad, Black, 12's	1	460.00	460.00
9	pcs.	Highlighter pen, assorted colors	12	41.50	498.00
10	pcs.	Folder long, 14 pts. White wove	200	7.00	1,400.00
11	box	Laminating Film, Long, 100's	1	1,789.00	1,789.00
12	pcs.	Logbook/Record Book, Ordinary, 300 p.	25	87.00	2,175.00
13	bots.	Ink-Numbering Machine Metal Ink, Red, 28g.	30	159.00	4,770.00
14	rolls	Tape, Transparent, 1"	12	31.50	378.00
15	rolls	Tape, Packaging, 2"(for voucher boxes)	30	57.00	1,710.00
16	rolls	Tape, Masking, White 1"	6	24.00	144.00
17	rolls	Tape, Double Sided, 1"	12	32.00	384.00
18	rolls	Tape, Double sided, 1" with foam	6	98.00	588.00
19	boxes	Rubber Band # 18 big, 350 gms. Transparent	10	180.00	1,800.00
20	boxes	Staple Wire, # 35	20	51.00	1,020.00
21	boxes	Fastener, Plastic, 50's	6	78.00	468.00
22	units	Numbering Machine Automatic, Heavy-Duty, Lever Action, 10-Wheel in roman style 3/16"font, self-inking, number will advance with each click of lever	2	2,997.00	5,994.00

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