

## PURCHASE ORDER

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<b>Supplier Address</b>	MB Pelaez School & Office Supplies Calulut, San Fernando City, Pampanga, Region III, Philippines			<b>PO No.</b>	2022-05-0245 T	
				<b>Date</b>	5/11/22	
<b>TIN</b>	151-819-757-000	<b>Mode of Procurement</b>	Negotiated Procurement - Small Value Procurement (Sec 53.9)			
<b>Gentlemen: Please furnish this Office the following articles subject to the terms and conditions contained herein:</b>						
<b>Place of Delivery</b>	PhilRice Warehouse, Maligaya, Science City of Muñoz, 3119 Nueva Ecija		<b>Delivery Term</b>	FOB Destination		
<b>Date of Delivery</b>	within 30 calendar day(s) upon receipt of purchase order		<b>Payment Term</b>	Payable n/30		
<b>Item Code</b>	<b>Item Description</b>	<b>Unit</b>	<b>Qty</b>	<b>Cost</b>	<b>Amount</b>	
104040900001-010-01	Envelope, Coin envelope, #1,75 gsm, 500 pcs/box Coin envelope Generic #1, 75gsm, 500pcs/pack	box	100	110.00	11,000.00	
104040900001-010-02	Envelope, Coin envelope, #3,75 gsm, 500 pcs/box Coin envelope Generic #3, 75gsm, 500pcs/pack	box	50	115.00	5,750.00	
104040900001-010-03	Envelope, Coin envelope, #5,75 gsm, 500 pcs/box Coin envelope Generic #5, 75gsm, 500pcs/pack	box	50	125.00	6,250.00	
104040900001-010-04	Envelope, Coin envelope, # 8-1/2,75 gsm, 500 pcs/box Coin envelope Generic #8 1/2, 75gsm, 500pcs/pack	box	100	175.00	17,500.00	
104040900001-002-28	Bag, Glassine bag, 18x8 cm Glassine bag 18 x 8 cm 100pcs/pack	pack	20	85.00	1,700.00	
104040900001-002-35	Bag, Aluminum foil pouch/bag 100mm x 170mm zip lock, 1,000pcs/pack	pack	1	2,400.00	2,400.00	
104040900001-002-35	Bag, Aluminum foil pouch/bag Moisture barrier bags Generic 3 x 5 inches 1,000pcs/pack	pack	6	1,825.00	10,950.00	
502032100002-003-00	Semi-Expendable Office Equipment, Laminating Machine Polaris Laminator Machine For A3, A4	unit	1	2,930.00	2,930.00	
104040900001-002-28	Bag, Glassine bag, 18x8 cm Glassine bag Generic 18 x 8 cm 100pcs/pack	pack	4	85.00	340.00	
104040900001-002-29	Bag, Glassine bag, 16 x 7 cm Glassine bag 15.5 x 7cm 100pcs/pack	pack	5	70.00	350.00	
104040100001-033-04	Paper, Cartolina, White, 22 1/2 x 28 1/2 " Cartolina Generic White, 22 1/2 x 28 1/2in	piece	30	4.25	127.50	
104040100001-033-26	Paper, Sticker paper, A4, 10 pcs/pack Sticker paper Generic A4, 10 pcs/pack	pack	5	30.00	150.00	
104040100001-003-15	Battery, Alkaline, AA, 2 pcs/pack Battery, Alkaline Energizer AA, 2 pcs/pack	pack	2	99.00	198.00	
104040100001-030-02	Notepad, Stick on, 3 x 4 " Notepad, Stick on HBW 3 x 4 inch	pad	3	25.00	75.00	
104040100001-030-01	Notepad, Stick on, 2 x 3 " Notepad, Stick on Generic 2 x 3 inch	pad	10	14.00	140.00	
104040900001-015-01	Measuring device, Meter stick, length- 1M, plastic or wood	piece	20	23.00	460.00	

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	Meter stick Generic 1M, Plastic						
104040100001-009-08	Clip, Paper clip, Vinyl coated, #50mm, 120g Paper clip Generic Vinyl coated, #50mm, 120g			box	3	20.00	60.00
104040100001-029-03	Notebook, Steno notebook, spiral, 40 pages Steno notebook Generic, 40 pages			piece	200	13.75	2,750.00
104040100001-030-02	Notepad, Stick on, 3 x 4 " Notepad, Stick on Generic 3 x 4 inch			pad	5	25.00	125.00
104040100001-030-03	Notepad, Stick-on, 3 x 3 " Notepad, Stick-on Generic, 3 x 3 inch			pad	4	17.00	68.00
104040100001-025-04	ID Jacket, ID holder ID Jacket with Lace Generic, Horizontal			piece	65	16.00	1,040.00
<b>Amount in Words</b>		Sixty Four Thousand Three Hundred Sixty Three Pesos And Fifty Centavos					64,363.50
<p>In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed.</p> <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p>Conforme:</p> <p><i>Rita G. Pelaez</i> RITA G. PELAEZ</p> <p>Signature over Printed Name of Supplier</p> <p><u>MAY 12, 2022</u> Date</p> </div> <div style="width: 45%;"> <p>Very truly yours,</p> <p><i>Roel R. Surakita</i> Roel R. Surakita</p> <p>Authorized Official</p> <p>_____</p> <p>Date</p> </div> </div>							
Funds Available: <i>valid until 10/31/22</i>  <i>Mary Grace DG. Corpuz</i> Chief Accountant _____ Date				<b>ORS No.</b> 2022-05-001888  <b>ORS Date</b> 2022-05-04  <b>AMOUNT</b> 64,363.50			