



PURCHASE ORDER
Municipal Government of Santa Fe, Romblon
LGU

Supplier : S.I.G.E. TRADING			P.O. No. : 2022-03-0043 (Lot 10)		
Address : Guinbiravan, Santa Fe, Romblon			Date : March 23, 2022		
TIN : _____			Mode of Procurement : Public Bidding		
Gentlemen: Please furnish this Office the following articles subject to the terms and conditions contained herein:			PR No./s : 2022-01-0035		
Place of Delivery : Municipal Hall-Poblacion, Santa Fe, Romblon			Delivery Term : Deliver at the Municipal Hall		
Date of Delivery : Within 30 Working Days upon the receipt of NTP			Payment Term : Check		
Stock No.	Unit	Description	Quantity	Unit Cost	Amount
2022-0747-5999	pcs	Record Book, 500 pages	3	100.00	300.00
2022-0748-5999	pcs	Rags, cotton	6	65.00	390.00
2022-0749-5999	pcs	Correction Tape, good quality	6	50.00	300.00
2022-0750-5999	bottle	Air Freshener, glade, bottle, 320g	3	200.00	600.00
2022-0751-5999	gallon	Water Container, round, 30 liter	1	275.00	275.00
2022-0752-5999	pack	Photo Paper, glossy, A4, 230gsm	2	135.00	270.00
2022-0753-5999	tube	Ballpen, HBW Matrix, black, 50's/tube	3	285.00	855.00
2022-0754-5999	pcs	Dishwashing Liquid, Joy	2	85.00	170.00
2022-0755-5999	pcs	Plastic Envelop, Expanded with handle, legal, push lock	3	105.00	315.00
2022-0756-5999	pcs	Monobloc, Chair, beige	5	550.00	2,750.00
2022-0757-5999	pcs	Notebook, Stenographer, spiral, 40 leaves	3	85.00	255.00
2022-0758-5999	pcs	USB Flash Drive, 4GB/eGB	3	180.00	540.00
2022-0759-5999	pcs	Broom, soft, tambo	2	75.00	150.00
2022-0760-5999	box	Binder Clip, 1', box/12's	4	35.00	140.00
2022-0761-5999	box	Binder Clip, 1 1/4', box/12's	4	35.00	140.00
2022-0762-5999	pc	Cutter, big	1	65.00	65.00
2022-0763-5999	pc	Elmer's Glue, 240g	1	150.00	150.00
2022-0764-5999	box	Paper Clip, vinyl plastic coated, 50mm	3	35.00	105.00
2022-0765-5999	box	Paper Clip, vinyl plastic coated, 33mm	5	25.00	125.00
2022-0766-5999	box	Paper Fastener, plastic coated	3	45.00	135.00
2022-0767-5999	box	Pencil, lead with eraser	3	96.00	288.00
2022-0768-5999	pcs	Blank CD with case	5	50.00	250.00
2022-0769-5999	roll	Trash Bag, 18.5x18.5, 100's	1	735.00	735.00
2022-0770-5999	pcs	Tape, clear/scotch, 1"	10	25.00	250.00
2022-0771-5999	pcs	Tape, clear/scotch, 2"	3	45.00	135.00
(Total Amount in Words): NINE THOUSAND SIX HUNDRED EIGHTY EIGHT PESOS					9,688.00
<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 on the undelivered item/s.</p> <p>Conforme: _____ Very truly yours,</p> <p style="text-align: center;"> S.I.G.E. TRADING Signature over Printed Name of Supplier 03/29/2022</p> <p style="text-align: center;"> ELSIE D. VISCA Signature over Printed Name of Authorized Official Acting Municipal Mayor Designation</p>					
(In case of Negotiated Purchase pursuant to Section 369 (a) of RA 7160, this portion must be accomplished.)					
Approved per Sanggunian Resolution No.: _____					
Certified Correct:					
N/A Secretary to the Sanggunian			_____ Date		