

PURCHASE ORDER
Municipal Government of Santa Fe, Romblon
LGU


Supplier : S.I.G.E. TRADING			P.O. No. : 2022-03-0043 (Lot 14)		
Address : Guinbirayan, Santa Fe, Romblon			Date : March 23, 2022		
TIN : _____			Mode of Procurement : Public Bidding		
Gentlemen:			PR No./s : 2022-01-0039		
Please furnish this Office the following articles subject to the terms and conditions contained herein:					
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
2022-0858-1011	pcs.	Isopropyl Alcohol, green cross, 70% solution, antiseptic disinfectant hydro allergenic with moisturizer	100	125.00	12,500.00
2022-0859-1011	unit	Trash Bin, with foot pedal, 68 liters, 56x51x63 cm (color green)	2	3,300.00	6,600.00
2022-0860-1011	unit	Free standing water dispenser, bottom loading, hot water safety lock, 585W (12.25" x W12.5" x H41")	1	13,000.00	13,000.00
2022-0861-1011	pcs.	LED Automatic Emergency Light	2	1,600.00	3,200.00
2022-0862-1011	pcs.	Extension cable cord with individual switch, 6 gang, 1.83 meter wire	1	750.00	750.00
2022-0863-1011	pcs.	Sponge scouring pad/scrub sponge, original (heavy duty)	50	37.00	1,850.00
2022-0864-1011	bottles	Dishwashing liquid (antibacterial), 500mL	12	85.00	1,020.00
2022-0865-1011	rolls	Tissue Paper, 2-ply	180	23.00	4,140.00
2022-0866-1011	sachets	Detergent Powder	30	8.00	240.00
2022-0867-1011	bottles	Bleach, Original, 1000mL	7	65.00	455.00
2022-0868-1011	pcs.	Disinfectant spray, fresh blossom scent	10	420.00	4,200.00
2022-0869-1011	pcs.	Correction Tape, good quality	35	50.00	1,750.00
2022-0870-1011	pcs.	Permanent marker broad (black)	10	50.00	500.00
2022-0871-1011	reams	Bond Paper, S-20, short (8.5x11)	25	200.00	5,000.00
2022-0872-1011	reams	Bond Paper, S-20, Long (8.5x13)	17	220.00	3,740.00
2022-0873-1011	reams	Bond Paper, S-20, A4 (8.3x11.7)	5	210.00	1,050.00
2022-0874-1011	pcs.	Brown envelope, short (brown)	50	5.00	250.00
2022-0875-1011	pcs.	Brown envelope, long (brown)	100	6.00	600.00
2022-0876-1011	pcs.	Expanded envelope, long (pink, yellow, orange and green)	100	21.00	2,100.00
2022-0877-1011	box	Rubber band, No.18	1	195.00	195.00
2022-0878-1011	pcs.	Packing Tape, Brown, 100m	12	100.00	1,200.00
2022-0879-1011	boxes	Stapler, small, No.10	1	70.00	70.00
2022-0880-1011	boxes	Staple Wire, No.10	5	75.00	375.00
2022-0881-1011	boxes	Staple Wire, No.35, leg length, 6mm	5	75.00	375.00
2022-0882-1011	pcs.	Binding Comb, 1" (blue)	15	40.00	600.00
2022-0883-1011	pcs.	Binding Comb, 1 1/4" (blue)	15	50.00	750.00
2022-0884-1011	pcs.	Binding Comb, 2" (blue)	5	55.00	275.00
2022-0885-1011	pcs.	Binder Clips -Small	50	4.00	200.00
2022-0886-1011	boxes	Paper Clip - 33mm	8	25.00	200.00
2022-0887-1011	boxes	Paper Clip - big	8	35.00	280.00
2022-0888-1011	boxes	Pencil No. 2	3	96.00	288.00
(Total Amount in Words):			SIXTY SEVEN THOUSAND SEVEN HUNDRED FIFTY THREE PESOS		67,753.00

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.

Conforme:

Very truly yours,


S.I.G.E. TRADING
Signature over Printed Name of Supplier
03/24/2022


ELSIE D. VISCA
Signature over Printed Name of Authorized Official
Acting Municipal Mayor
Designation

(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