

PURCHASE ORDER
Municipal Government of Santa Fe, Romblon
LGU

Supplier : S.I.G.E. TRADING			P.O. No. : 2022-03-0043 (Lot 17)		
Address : Guinbirayan, Santa Fe, Romblon			Date : March 23, 2022		
TIN :			Mode of Procurement : Public Bidding		
Gentlemen:			PR No./s : 2022-01-0042		
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
2022-0922-1011	roll	Adhesive Tape 12mm x 10m	1	35.00	35.00
2022-0923-1011	piece	Air Purifier and Revitalizer with LED Light	1	750.00	750.00
2022-0924-1011	bottles	Alcohol, ethyl 70% solution, 500ml	6	125.00	750.00
2022-0925-1011	box	At Home Prepaid WIFI	1	2,500.00	2,500.00
2022-0926-1011	box	Ballpen, Super Fine # 1431, 0.5mm, Black,	1	288.00	288.00
2022-0927-1011	unit	Battery Back Up	1	2,000.00	2,000.00
2022-0928-1011	piece	Broom, soft, Tambo (thick)	1	150.00	150.00
2022-0929-1011	piece	Broom, stick, Ting-Ting	1	35.00	35.00
2022-0930-1011	bottles	Brother Ink, BT60BK, genuine	6	550.00	3,300.00
2022-0931-1011	bottles	Brother Ink, BT5000M, genuine	6	585.00	3,510.00
2022-0932-1011	bottles	Brother Ink, BT5000C, genuine	6	585.00	3,510.00
2022-0933-1011	bottles	Brother Ink, BT5000Y, genuine	6	585.00	3,510.00
2022-0934-1011	pieces	Binding Comb, 1" - Blue	24	40.00	960.00
2022-0935-1011	pieces	Binding Comb, 1 1/4" - Blue	24	43.00	1,032.00
2022-0936-1011	pieces	Binding Comb, 3/4" - Blue	24	25.00	600.00
2022-0937-1011	unit	Calculator, standard, 12 digits, heavy duty	1	500.00	500.00
2022-0938-1011	piece	Clear book, legal	2	49.00	98.00
2022-0939-1011	box	Clip, backfold, 25mm	3	32.00	96.00
2022-0940-1011	box	Clip, backfold, 32mm	3	36.00	108.00
2022-0941-1011	box	Clip, backfold, 50mm	3	71.00	213.00
2022-0942-1011	pieces	Correction Tape, good quality, 5mmx8m	20	60.00	1,200.00
2022-0943-1011	piece	Cork Board, 60 x 90 cm	1	850.00	850.00
2022-0944-1011	piece	Dating and Stamping Machine	1	350.00	350.00
2022-0945-1011	packs	Detergent Powder, 50g	24	7.00	168.00
2022-0946-1011	pad	DTR CSC From No. 48	5	25.00	125.00
2022-0947-1011	piece	Dust Pan, non-rigid plastic	1	250.00	250.00
2022-0948-1011	pieces	Eraser	5	35.00	175.00
2022-0949-1011	pieces	Expanded Folder, legal	45	23.00	1,035.00
2022-0950-1011	dozen	Expanded Envelope, legal	5	228.00	1,140.00
2022-0951-1011	pieces	Expanded Plastic Envelope with Handle	20	125.00	2,500.00
2022-0952-1011	pcs.	Expanding Filing Document Bag with Handle, 13 Pockets, Legal	5	345.00	1,725.00
2022-0953-1011	pieces	File Box with Lid, medium size	15	175.00	2,625.00
2022-0954-1011	pieces	Flash Drive, 32GB	2	550.00	1,100.00
2022-0955-1011	dozen	Folder with tab legal	3	60.00	180.00
2022-0956-1011	dozen	Folder with tab A4	3	54.00	162.00
2022-0957-1011	packs	Glossy Photo Sticker Paper, A4, 20 sheets/pack, 135gsm	3	135.00	405.00
2022-0958-1011	bottles	Glue, all purpose, 130grams	2	58.00	116.00
2022-0959-1011	piece	Glue Gun	1	400.00	400.00
2022-0960-1011	set	Highlighter Pen (6 pcs/set)	1	250.00	250.00
2022-0961-1011	cans	Insecticide, aerosol type net content: 600 ml	2	550.00	1,100.00
2022-0962-1011	packs	KF94 Face Protective Mask (Adult), 10s per pack	10	35.00	350.00
2022-0963-1011	packs	KN95 Face Protective Mask (Adult), 10s per pack	10	35.00	350.00
2022-0964-1011	pieces	Manila Paper	12	5.00	60.00
2022-0965-1011	piece	Marker, permanent, black, bullet type, refillable	1	50.00	50.00
2022-0966-1011	ream	Neon Paper assorted color	2	265.00	530.00
sub-total					41,141.00

-PO Number 2022-03-0043 (Lot 17)-

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
2022-0967-1011	pad	Note Pad, Stick on, 76mm x 100mm (3"x 4")	1	35.00	35.00
2022-0968-1011	box	Paper Clip, vinyl, plastic coated, 33mm	1	25.00	25.00
2022-0969-1011	box	Paper Clip, vinyl/plastic coated, 50mm	1	30.00	30.00
2022-0970-1011	reams	Paper, Multi-Purpose, A4, 70gsm	10	230.00	2,300.00
2022-0971-1011	reams	Paper, Multi-Purpose, legal, 70gsm	10	240.00	2,400.00
2022-0972-1011	box	Paper Fastener, plastic coated	1	65.00	65.00
2022-0973-1011	box	Pencil (No.2), medium, yellow, 12pc/box, with eraser	1	96.00	96.00
2022-0974-1011	unit	Pencil Sharpener	1	320.00	320.00
2022-0975-1011	bottle	Pentelpen Ink Refill	1	95.00	95.00
2022-0976-1011	roll	Plastic Cover, 48" x 50 yards	1	750.00	750.00
2022-0977-1011	pieces	Plastic Envelope (Ordinary, Long)	15	11.00	165.00
2022-0978-1011	pads	Pins	2	25.00	50.00
2022-0979-1011	piece	Puncher 2 holes (big)	1	150.00	150.00
2022-0980-1011	piece	Record Book, 300 pages, sizes: 214mm x 278mm min	5	75.00	375.00
2022-0981-1011	piece	Ruler, plastic 450mm	1	25.00	25.00
2022-0982-1011	pair	Scissors, symmetrical medium size	2	135.00	270.00
2022-0983-1011	piece	Sign Pen 0.5mm needle tip, black	2	35.00	70.00
2022-0984-1011	packs	Specialty Board (A4) Mint Green	10	65.00	650.00
2022-0985-1011	packs	Specialty Board (Legal) Mint Green	10	70.00	700.00
2022-0986-1011	piece	Stapler Standard with remover, heavy duty	1	175.00	175.00
2022-0987-1011	box	Staple Wire, standard	2	75.00	150.00
2022-0988-1011	boxes	Surgical Face Mask (Black)	5	175.00	875.00
2022-0989-1011	roll	Tape, transparent, 24mm	5	25.00	125.00
2022-0990-1011	bottle	Toilet Bowl Cleaner, 1000ml	1	285.00	285.00
2022-0991-1011	pack	Toilet Tissue Paper, 2-ply, 100% recycled, 9 roll/pack	2	300.00	600.00
2022-0992-1011	roll	Trash Bag, small 45x50 cm, 250 pcs/roll	1	300.00	300.00
2022-0993-1011	piece	Trash Bin (big)	2	250.00	500.00
2022-0994-1011	piece	Toilet Brush and Holder set, Silicone Bristles	1	650.00	650.00
2022-0995-1011	box	Thumb Tacks	1	25.00	25.00
2022-0996-1011	piece	USB External CD/DVD Drive	1	1,000.00	1,000.00
2022-0997-1011	unit	Wall Clock	1	550.00	550.00
2022-0998-1011	piece	White Board, 60 x 90 cm	1	950.00	950.00
2022-0999-1011	piece	White Board Marker	2	65.00	130.00
2022-1000-1011	piece	White Board Marker Eraser	1	35.00	35.00
2022-1001-1011	box	White Envelope, Mailing	1	285.00	285.00
2022-1002-1011	piece	White Transparent Nano Spray Bottle, 200 ml	1	150.00	150.00
2022-1003-1011	unit	Cellular Phone > UI Version: V2.0 > Android Version: 11 > Processor: Dimensity 700 Octa Core > RAM: 8.00 GB > Sim Card Slots: 2 > Device Storage: 86.6	1	12,000.00	12,000.00
sub-total					27,356.00

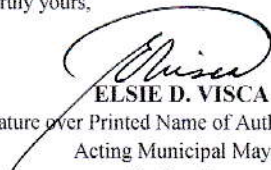
(Total Amount in Words): SIXTY EIGHT THOUSAND FOUR HUNDRED NINETY SEVEN PESOS 68,497.00

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:


S.I.G.E. TRADING
 Signature over Printed Name of Supplier
09/24/2022

Very truly yours,


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