


PURCHASE ORDER
Municipal Government of Santa Fe, Romblon
LGU


Supplier : <u>S.I.G.E. TRADING</u>			P.O. No. : <u>2022-03-0043 (Lot 18)</u>		
Address : <u>Guinbirayan, Santa Fe, Romblon</u>			Date : <u>March 23, 2022</u>		
TIN :			Mode of Procurement : <u>Public Bidding</u>		
Gentlemen:			PR No./s : <u>2022-01-0024</u>		
Please furnish this Office the following articles subject to the terms and conditions contained herein:					
Place of Delivery : <u>Municipal Hall-Poblacion, Santa Fe, Romblon</u>			Delivery Term : <u>Deliver at the Municipal Hall</u>		
Date of Delivery : <u>Within 30 Working Days upon the receipt of NTP</u>			Payment Term : <u>Check</u>		
Stock No.	Unit	Description	Quantity	Unit Cost	Amount
2022-1004-7611	bottles	AIR FRESHENER, aerosol type, 320 ml	3	207.00	621.00
2022-1005-7611	box	Super fine ballpen #1423, 0.5 black, 12 per box	2	180.00	360.00
2022-1006-7611	pack	BATTERY Dry Cell, AA, 2pcs./pack	12	59.00	708.00
2022-1007-7611	unit	BATTERY BACK-UPS, 625VA, 230V, AVR, floor,3 universal outlet	1	4,000.00	4,000.00
2022-1008-7611	unit	CALCULATOR, standard, 12 digits, heavy duty	2	475.00	950.00
2022-1009-7611	box	CLIP BACKFOLD, 50 mm	4	75.00	300.00
2022-1010-7611	pieces	CORRECTION TAPE, 5mmx8m, good quality	12	50.00	600.00
2022-1011-7611	pieces	FLASH DRIVE, 16gb	2	400.00	800.00
2022-1012-7611	dozen	FOLDER, expanded, with tab, legal	5	285.00	1,425.00
2022-1013-7611	pieces	GLUE, 130 grams, all purpose	6	65.00	390.00
2022-1014-7611	bottles	Ink Refill Epson printer, black #003	3	325.00	975.00
2022-1015-7611	bottles	Ink Refill Epson printer, Cyan #003	3	370.00	1,110.00
2022-1016-7611	bottles	Ink Refill Epson printer, Yellow #003	3	370.00	1,110.00
2022-1017-7611	bottles	Ink Refill Epson printer, Magenta #003	3	370.00	1,110.00
2022-1018-7611	pieces	MUG	12	100.00	1,200.00
2022-1019-7611	ream	NEON PAPER, assorted colors	1	215.00	215.00
2022-1020-7611	box	PAPER CLIPS, 33mm	12	20.00	240.00
2022-1021-7611	reams	PAPER, MULTICOPY,70gsm,SIZE: 210mm x 297mm (A4)	5	210.00	1,050.00
2022-1022-7611	reams	PAPER, MULTICOPY, 70gsm, SIZE: 216mm x 330mm (Legal)	5	220.00	1,100.00
2022-1023-7611	pieces	PENTEL PEN BLACK	6	50.00	300.00
2022-1024-7611	pack	PHOTO PAPER, A4, 230gsm, high glossy	2	135.00	270.00
2022-1025-7611	pieces	Record BOOK, 300 pages	3	75.00	225.00
2022-1026-7611	dozen	RULED PAD PAPER, 90 leaves	1	380.00	380.00
2022-1027-7611	box	STAPLE WIRE #10	12	60.00	720.00
2022-1028-7611	pieces	STAPLER, small	3	140.00	420.00
2022-1029-7611	pieces	SIGN PEN GEL, BLACK, 0.5mm	24	35.00	840.00
2022-1030-7611	packs	Specialty Board paper, Short	12	45.00	540.00
2022-1031-7611	pcs.	STABILO, BLUE	6	55.00	330.00
2022-1032-7611	pad	STICK NOTE PAD, 76mm X 76mm	12	35.00	420.00
2022-1033-7611	rolls	TAPE, TRANSPARENT, with: 24mm (at 1mm)	6	35.00	210.00
2022-1034-7611	rolls	TAPE, TRANSPARENT, 2 inches	6	60.00	360.00
2022-1035-7611	pack	Tissue Paper, 2 ply	12	25.00	300.00
2022-1036-7611	bottles	TOILET BOWL CLEANER, scented 1000ml	1	350.00	350.00
2022-1037-7611	pieces	Trash Bin, BIG	2	450.00	900.00
(Total Amount in Words):			TWENTY FOUR THOUSAND EIGHT HUNDRED TWENTY NINE PESOS		24,829.00

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