


PURCHASE ORDER
Municipal Government of Santa Fe, Romblon
LGU


Supplier : S.I.G.E. TRADING			P.O. No. : 2022-03-0049 (Lot 2)		
Address : Guinbiravan, Santa Fe, Romblon			Date : March 24, 2022		
TIN :			Mode of Procurement : Public Bidding		
Gentlemen:			PR No./s : 2022-02-0081		
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
2022-1070-1051	bottle	ALCOHOL, 70%, isopropyl 500ml	5	120.00	600.00
2022-1071-1051	pack	ALKALINE BATTERY, size AA, long lasting power, 4pcs/pack	2	110.00	220.00
2022-1072-1051	pack	ALKALINE BATTERY, size AAA, long lasting power, 4pcs/pack	3	135.00	405.00
2022-1073-1051	roll	BLACK ON WHITE TAPE FOR PRINTER LABEL, 12mm x 9m	3	900.00	2,700.00
2022-1074-1051	ream	BONDPAPER, A4 size, 80gsm, subs.20	15	210.00	3,150.00
2022-1075-1051	ream	BONDPAPER, legal size, 80gsm, subs.20	5	220.00	1,100.00
2022-1076-1051	box	CARBON FILM, legal size	2	650.00	1,300.00
2022-1077-1051	piece	CORRECTION TAPE, 5mmx8m	24	45.00	1,080.00
2022-1078-1051	piece	ERASER, premium quality, small size -- 33x16x13	5	45.00	225.00
2022-1079-1051	piece	FILE ORGANIZER, 12.5X40X24.5cm with cover	10	210.00	2,100.00
2022-1080-1051	ream	FOLDER, good kind, long, 100pcs	1	600.00	600.00
2022-1081-1051	piece	HANDHELD LABEL PRINTER, backlit LCD screen, print up to 6mm/sec	1	3,800.00	3,800.00
2022-1082-1051	piece	HIGHLIGHTER PEN, writing width-2mm-5mm, asstd. color	3	50.00	150.00
2022-1083-1051	piece	MICROFIBER SPRAY MOP with removable washable cleaning microfiber	1	450.00	450.00
2022-1084-1051	liter	MULTI-ACTION DISINFECTANT CLEANER, 1L per bottle	5	280.00	1,400.00
2022-1085-1051	piece	PACKING TAPE DISPENSER GUN	1	300.00	300.00
2022-1086-1051	pouch	POWDER DETERGENT 57g per pouch	48	8.00	384.00
2022-1087-1051	piece	PUNCHER, paper, heavy duty with two hole guide	2	165.00	330.00
2022-1088-1051	piece	SELF-INKING STAMP "CERTIFIED MACHINE COPY: with the Name of MCR	1	2,800.00	2,800.00
2022-1089-1051	piece	STAPLER #35 with staple wire remover	2	150.00	300.00
2022-1090-1051	piece	TAPE DISPENSER, table top, heavy duty	3	170.00	510.00
2022-1091-1051	roll	TYPEWRITER RIBBON, nylon, black	10	45.00	450.00
2022-1092-1051	piece	VENETIAN BLINDS, 100cm x160cm	2	875.00	1,750.00
2022-1093-1051	piece	WATER CONTAINER, 20L, round	2	275.00	550.00
2022-1094-1051	piece	WIRELESS DUAL BAND ROUTER with 3G/LTE support & USB port	1	2,800.00	2,800.00
2022-1095-1051	piece	WIRELESS USB MOUSE, 2.4 GHz, 10m working range	1	450.00	450.00
(Total Amount in Words): TWENTY NINE THOUSAND NINE HUNDRED FOUR PESOS					29,904.00

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
03/29/2022


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