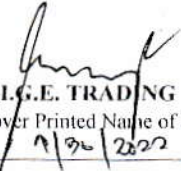



PURCHASE ORDER
Municipal Government of Santa Fe, Romblon
LGU

Supplier : S.I.G.E. TRADING		P.O. No. : 2022-09-0111 (Lot 5)			
Address : Guinbirayan, Santa Fe, Romblon		Date : September 30, 2022			
TIN :		Mode of Procurement : Public Bidding			
		PR No./s : 2022-06-0114			
Gentlemen: 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
2022-1647-1011	reams	Bond Paper A4, Substance 20	10	230.00	2,300.00
2022-1648-1011	pieces	Magazine File Box, Large	5	250.00	1,250.00
2022-1649-1011	pieces	Stapler Big No. 35 with staple wire remover	2	250.00	500.00
2022-1650-1011	pieces	Sign Pen (Black)	12	45.00	540.00
2022-1651-1011	boxes	Staple Wire No. 35 (26/6)	5	75.00	375.00
2022-1652-1011	boxes	Fastener (Aluminum)	5	90.00	450.00
2022-1653-1011	ream	White Ordinary Folder (Long)	1	550.00	550.00
2022-1654-1011	ream	White Ordinary Folder (Short)	1	500.00	500.00
2022-1655-1011	pieces	Brown Envelop (Long)	50	7.00	350.00
2022-1656-1011	pieces	Brown Envelop (Short)	50	6.00	300.00
2022-1657-1011	pieces	Scotch Tape 1" (Big size)	10	45.00	450.00
2022-1658-1011	piece	Tape Dispenser (Table Top)	1	250.00	250.00
2022-1659-1011	boxes	Binder Clips size: 1" (25mm)	5	60.00	300.00
2022-1660-1011	boxes	Vinyl Coated Paper Clips (Small size)	5	30.00	150.00
2022-1661-1011	pieces	Record Book/Logbook (150 pages)	5	120.00	600.00
2022-1662-1011	pieces	Scissors	2	150.00	300.00
2022-1663-1011	pieces	Correction Tape	5	65.00	325.00
2022-1664-1011	pieces	Non-Contact Thermal Scanner w/ Battery	2	650.00	1,300.00
2022-1665-1011	bottles	70% Ethyl Alcohol (250ml/bottle)	5	125.00	625.00
2022-1666-1011	pieces	Trash Bins	3	350.00	1,050.00
2022-1667-1011	pieces	Brooms (Walis Tambo)	3	200.00	600.00
2022-1668-1011	pieces	Plastic Dust Pan	3	250.00	750.00
(TOTAL Amount in Words): THIRTEEN THOUSAND EIGHT HUNDRED FIFTEEN PESOS					13,815.00
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 9/30/2022			 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					
JOYCE T. CANDELARIO Secretary to the Sanggunian			_____ Date		