



PURCHASE ORDER
Municipal Government of Santa Fe, Romblon
LGU

Supplier : <u>NMC-CONSUMER GOODS TRADING</u> Address : <u>Odiongan, Romblon</u> TIN :			P.O. No. : <u>2023-09-0107 (Lot 4)</u> Date : <u>September 11, 2023</u> Mode of Procurement : <u>Public Bidding</u> PR No./s : <u>2023-06-0121 / June 21, 2023</u>		
Gentlemen: 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> Date of Delivery : <u>Within 30 Working Days Upon the Receipt of NTP</u>			Delivery Term : <u>Municipal Hall</u> Payment Term : <u>Check</u>		
Stock No.	Unit	Description	Quantity	Unit Cost	Amount
2023-1537-1091	pcs	ARCH FILE FOLDER – 3" with hard cover side mechanism, 2 rings binder arch file, A4, black	15	98.00	1,470.00
2023-1538-1091	pcs	BOOKSHELVES – bookends stand, gray, metal with anti-skid pad design, 2pcs	6	83.00	498.00
2023-1539-1091	ream	FOLDER, long, white, 100pcs	1	450.00	450.00
2023-1540-1091	pack	RULER, 12 inches, plastic, 10pcs	1	5.50	5.50
2023-1541-1091	bundle	MAGAZINE BOX, heavy duty, blue, 10 pcs	1	100.00	100.00
2023-1542-1091	ream	ENVELOPE, brown, long, 100pcs	1	2.50	2.50
2023-1543-1091	pcs	ENVELOPE, expandable, long, kraft with garter	20	16.00	320.00
2023-1544-1091	pcs	ENVELOPE, expanding, long, with handle, zipper lock, color transparent	20	90.00	1,800.00
2023-1545-1091	pack	PAPER – SPECIALTY BOARD VELLUM BOARD PAPER, 10's per pack, pale cream, 8 1/2x11	100	55.00	5,500.00
2023-1546-1091	rolls	ROPE STRING – JUTE ROPE, 3mmx10m	6	205.00	1,230.00
(Total Amount in Words): ELEVEN THOUSAND THREE HUNDRED SEVENTY SIX PESOS					11,376.00
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,		
 NMC-CONSUMER GOODS TRADING Signature over Printed Name of Supplier _____ Date			 ELSIE D. VISCA Signature over Printed Name of Authorized Official 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					