

PURCHASE ORDER
Municipal Government of Santa Fe, Romblon

Supplier : S.I.G.E. TRADINGP.O. No. : 2024-10-0165Address : Guinbirayan, Santa Fe, RomblonDate : October 4, 2024Mode of Procurement : SVP

TIN : _____

PR No./s : 2024-09-0208 / September 26, 2024

Gentlemen:

Please furnish this Office the following articles subject to the terms and conditions contained herein:

Place of Delivery : Municipal Hall-Poblacion, Santa Fe, RomblonDelivery Term : Municipal HallDate of Delivery : 10 Working Days Upon the Receipt of POPayment Term : Check

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
2024-3160-1071	bottle	Brother Ink BT5000C	8	545.00	4,360.00
2024-3161-1071	bottle	Brother Ink BT5000M	8	545.00	4,360.00
2024-3162-1071	bottle	Brother Ink BT5000Y	8	545.00	4,360.00
2024-3163-1071	bottle	Brother Ink BTD60BK	8	535.00	4,280.00
2024-3164-1071	cart	Internet Security for 3PC	1	2,500.00	2,500.00
2024-3165-1071	bottle	Alcohol, 500ml, 70% solution	15	125.00	1,875.00
2024-3166-1071	ream	Paper, Multi-Purpose, 70gsm, legal	50	235.00	11,750.00
2024-3167-1071	ream	Paper, Multi-Purpose, 70gsm, A4	30	230.00	6,900.00
2024-3168-1071	bottle	Air Freshener, aerosol type, spray, 320ml	10	275.00	2,750.00
2024-3169-1071	dozen	Fabric Conditioner, sunrise fresh, 33ml	5	108.00	540.00
2024-3170-1071	bundle	Ring Binder, 32mm (10pcs per bundle)	2	450.00	900.00
2024-3171-1071	roll	Tape, transparent, 24mm	20	28.00	560.00
2024-3172-1071	box	Pencil No.2 medium, yellow 12pc/box with eraser	1	120.00	120.00
2024-3173-1071	roll	Trashbag, small 45x50cm, 250pcs/roll	5	340.00	1,700.00
2024-3174-1071	pack	Toilet Tissue Paper, 2ply, 100% recycled (10 rolls per pack)	15	115.00	1,725.00
2024-3175-1071	bottle	Toilet Bowl Cleaner (1000ml)	5	100.00	500.00
2024-3176-1071	piece	Pressboard Folder, white, expandable folder, legal	30	30.00	900.00
2024-3177-1071	piece	White long folder	40	6.00	240.00
2024-3178-1071	piece	Expandable plastic, long envelope with handle	10	145.00	1,450.00
2024-3179-1071	pack	Specialty Board Paper, pink, legal size (10 sheet per pack)	10	75.00	750.00
2024-3180-1071	piece	Three layers Metal Desk file organizer document paper tray	1	850.00	850.00
2024-3181-1071	piece	Correction Tape	15	35.00	525.00
2024-3182-1071	pad	DTR, Civil Service Form No. 48	3	35.00	105.00
2024-3183-1071	book	Record Book (500 leaves)	2	120.00	240.00
2024-3184-1071	pack	High quality of Universal Battery 1.5V AA (4 pcs per pack)	1	130.00	130.00
2024-3185-1071	box	Super fine Ballpen #1431, 0.5mm, black, 24's	1	250.00	250.00
2024-3186-1071	piece	White Transparent Nano Spray bottle, 300ml	2	245.00	490.00
2024-3187-1071	piece	Stapler No.35 with remover	1	175.00	175.00
2024-3188-1071	box	Plastic Paper Fastener, 7cm, 50pcs/box, assorted color	1	45.00	45.00
2024-3189-1071	box	Paper Clips, vinyl plastic coated, 33mm	1	25.00	25.00
2024-3190-1071	box	Paper Clips, vinyl plastic coated, 50mm (big)	1	35.00	35.00
2024-3191-1071	piece	Doormat, cloth	3	75.00	225.00
2024-3192-1071	piece	Floor Mop with spinner and bucket tornado	1	850.00	850.00
2024-3193-1071	piece	Wireless Mouse M650	3	980.00	2,940.00
2024-3194-1071	pack	Battery Dry Cell, AAA (4pcs per pack)	10	160.00	1,600.00
2024-3195-1071	pack	Battery Dry Cell, AA (4pcs per pack)	10	120.00	1,200.00

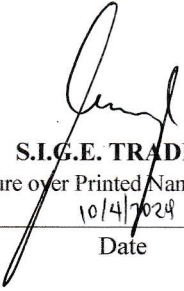
(Total Amount in Words):

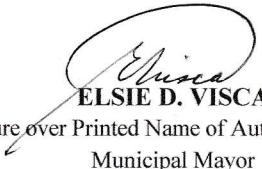
SIXTY TWO THOUSAND TWO HUNDRED FIVE PESOS**62,205.00**

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
10/4/2024
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