

PURCHASE ORDER

Supplier **PROCUREMENT SERVICE**
Address **DBM Compound, RR Road, Cristobal St.,
Paco, Manila**
Tel./Fax No. **563-9352 / 563-9404**
Supplier Registered with:

PO No.
Date
Terms of Payment
Mode of Procurement

12-01-02

January 19, 2012

Pre-payment

Direct Purchase

Please deliver to this office within **10 days** from receipt hereof the following:

NO	QTY.	UNIT	ITEM DESCRIPTION	UNIT PRICE	TOTAL AMOUNT
1	97	BTLS	ALCOHOL Rubbing 70% Isoprophyl, 500 ml	39.52	3,833.44
2	2	PACKS	BATTERY Alkaline size AA 2 pcs/packet	36.40	72.80
3	39	BX	CLIP PAPER, Backfold 25mm (1") 12 pcs/bx	15.60	608.40
4	34	BX	CLIP PAPER, Backfold 50mm, (2") 12 pcs/bx	43.68	1,485.12
5	23	BXS	CLIP,PAPER, vinyl/plastic coated, jumbo, 48mm, (100/bx)	15.27	351.21
6	29	BXS	CLIP,PAPER, vinyl/plastic coated, 32mm, small (100/bx)	8.84	256.36
7	5	BTLS	CORRECTION FLUID, waterbased 15mlbtl	12.04	60.20
8	8	BXS	ENVELOPE, DOCUMENTARY,229mmx324mm, A4 size, 500 pcs/box	526.25	4,210.00
9	4	BXS	ENVELOPE, DOCUMENTARY, 254mmx381mm(10"x15") LEGAL size, 500 pcs/box	560.55	2,242.20
10	100	PCS	ENVELOPE, EXPANDING,legal size, 100 pcs/box	6.7586	675.86
11	1	BXS	ENVELOPE,MAILING, white, long ordinary, 500/box	160.00	160.00
12	11	BXS	ENVELOPE,MAILING, white, long with window, 500/box	201.50	2,216.50
13	25	PCS	ERASER rubber, rectangular, soft	6.24	156.00
14	45	BXS	FASTENER,paper, non corrosivet, metal (50sets/bx)	83.08	3,738.60
15	800	PCS	FOLDER, TAGBOARD 14 PTS, 240mmx320mm, A4, 100's/bx	3.1188	2,495.04
16	800	PCS	FOLDER, TAGBOARD 14 PTS, 240mmx365mm, legal, 100's/bx	4.1392	3,311.36
17	500	PCS	FOLDER,PRESSBOARD, legal, 240mm 370mm, 100's/bx	8.52	4,260.00
18	16	SETS	MARKER, FLOURESCENT, asst. colors 3 colors per set	41.60	665.60
19	190	PCS	MARKER, PERMANENT, black, felt, buller tip, non toxic	13.50	2,565.00
20	5	PCS	MARKER, PERMANENT, red, broad tip, non toxic	13.50	67.50
21	1	PCS	MARKER, WHITEBOARD, black	15.18	15.18
22	4	ROLLS	PAPER THERMAL, 216mmx30m,(1/2") core, in roll	37.96	151.84
23	839	RMS	PAPER, COPY Multicopy , (216mmx330mm) legal 8.5x13, 80 gsm, s	174.72	146,590.08
24	1012	RMS	PAPER, COPY, Multicopy, (210mmx297mm) A4 80 gsm, sub-20	146.19	147,944.28
25	1	PCS	PENCIL SHARPENER, single cutterhead, pne hole guide	147.35	147.35
26	60	PCS	PENCIL, LEAD WITH ERASER, (12's/box)	2.0740	124.44
27	6	CASE	PUSH PIN, flat head type, assorted colors, 100 pcs/case	33.28	199.68
28	52	PCS	RECORD BOOK, 300 pages (pre-numbered)	50.44	2,622.88
29	41	PCS	RECORD BOOK, 500 pages (pre-numbered)	88.40	3,624.40
30	4	CART	RIBBON for Kitano Bundy Clock	644.80	2,579.20
31	2	SPOOL	RIBBON for manual typewriter	15.81	31.62
32	10	PCS	RING BINDER SIZE 1"X44", plastic, medium	12.48	124.80
33	6	BXS	RUBBERBAND, small, 350 gms	132.68	796.08
34	26	PCS	RULER plastic 12", 300mm	3.74	97.24
35	21	PCS	SCISSORS 158mm, symmetrical	18.72	393.12
36	108	PCS	SIGN PEN, black	41.48	4,479.84
37	11	PCS	STAMP PAD FELT, 60mm x 100mm, metal case	24.96	274.56
38	22	BTLS	STAMP PAD INK with applicator (violet), 50ml	27.04	594.88
39	216	BXS	STAPLE WIRE, for standard stapler # 35, 500s/bx	25.98	5,611.68
40	5	PADS	STICK ON NOTE PAD, 75mm x 100 mm (3x4) 100 sheets/pad	52.00	260.00
41	51	PADS	STICK ON NOTE PAD, 75mm x 75 mm (3x3), 100 sheets/pad	34.32	1,750.32
42	3	PCS	TAPE DISPENSER Heavy Duty 1" tape	52.00	156.00
43	32	ROLLS	TAPE MASKING size 2" (48mm)	83.82	2,682.24
44	15	ROLLS	TAPE, MASKING, size 1"	43.68	655.20
45	38	ROLLS	TAPE TRANSPARENT size 2" (48mm) 50 meters	27.92	1,060.96
46	63	ROLLS	TAPE, TRANSPARENT, size 1" (24mm) 50M	13.97	880.11
47	35	ROLLS	TAPE, PACKAGING size 2", 48mm width, 50 meters	27.92	977.20
48	7	BNDL	TIME CARD, Amano Bundy Clock, 190mm x 85mm,100's/bndl	97.76	684.32
49	7	BNDL	TIME CARD, Kitano Bundy Clock 184mmx85mm, 100pcss/bndl	83.20	582.40
50	18	CAN	AIRFRESHENER, in can aerosol type/spray mist, 280ml/150g	92.56	1,666.08
51	5	PCS	BROOM SOFT wooden or rattan handle	119.60	598.00
52	12	CAN	CLEANSER POWDER 350gms	17.32	207.84

NO	QTY.	UNIT	ITEM DESCRIPTION	UNIT PRICE	TOTAL AMOUNT
53	5	BXS	TOILET DEODORANT CAKE, Deodorizer, 3's/box	33.28	166.40
54	10	POUCH	DETERGENT POWDER, all purpose, 500 gms/pouch	22.88	228.80
55	1	CAN	INSECTICIDE, aerosol type, 500ml/can	134.68	134.68
56	7	PCS	MOP HEAD 100% rayon, 400 gms	61.36	429.52
57	5	KGS	RAGS,cotton, approx. 7" in diameter, 35 pcs/kg	43.68	218.40
58	6	ROLLS	TWINE,PLASTIC, 1 kg per roll	57.20	343.20
IT SUPPLIES					
59	50	PCS	CD, RECORDABLE min of 700MB, with cover	8.79	439.50
60	20	PCS	CD, REWRITABLE, high speed, 700MB/80min	16.09	321.80
61	25	PCS	DVD, REWRITABLE, 4x speed, 4.7GB capacity, individual casing	21.79	544.75
62	20	PCS	DVD, RECORDABLE, 16x speed, 4.7GB capacity, individual casing	12.43	248.60
63	18	CART	RIBBON FOR EPSON 2180 PRINTER (SO15086)	724.88	13,047.84
64	10	CART	RIBBON FOR EPSON LQ 300	76.75	767.50
65	1	CART	INK CARTRIDGE FOR HP LASERJET PRINTER V40 (C6615A)	1,149.54	1,149.54
66	1	CART	INK CARTRIDGE FOR HP DESKJET PRINTER 1180C (C6578D)	1,352.52	1,352.52
67	4	CART	INK CARTRIDGE FOR HP DESKEJET PRINTER F4185 (C9351A)	615.06	2,460.24
68	2	CART	INK CARTRIDGE FOR HP DESKEJET PRINTER F4185 (C9352A)	708.90	1,417.80
69	2	CART	TONER CARTRIDGE FOR HP PRINTER 1022N (Q2612A)	2,866.20	5,732.40
70	2	CART	TONER CARTRIDGE FOR HP PRINTER 3015N (CE255A)	5,254.02	10,508.04
71	16	CART	TONER CARTRIDGE FOR HP PRINTER 2035 (CE505A)	3,843.84	61,501.44
72	4	CART	TONER CARTRIDGE FOR EPSON ACULASER PRINTER M2010D	5,572.26	22,289.04
for the month of January and February 2012					
TOTAL					485,297.02

Conditions:

1. The agency shall impose penalty in an amount equivalent to 1/10 percent of the total value of undelivered order for each day of the delay as liquidated damages.
2. Render your bills in triplicate copies including the original.
3. If the date of receipt of the P.O. by the dealer is not indicated, it shall be deemed on the 10th working day from the date of the approval of the P.O.
4. For imported items, IMPORTATION DOCUMENTS specifically showing the condition, serial numbers of equipment purchased, and tax receipts, should be submitted by the supplier.

Very truly yours,

Funds available in the amount of **P 485,297.02**

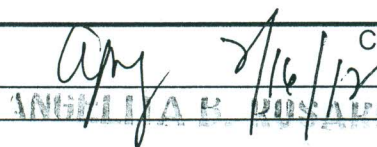

CATALINA R. AMATUS
Fiscal Controller IV


ARACELI J. LAINEZ
Division Chief IV, MSD

APPROVED:


PAOLO JOHANN C. PEREZ
Regional Vice President
Date Approved: _____

Received copy of P.O. on _____

By  **ANGELLA B. ROSARIO**

CONFORME:


ANGELLA B. ROSARIO
Printed Name and Signature of Supplies / Representative

12.01.0231