

PURCHASE ORDER

Department of Social Welfare and Development
Cordillera Administrative Office

Annex G-5

Supplier	JC COMMERCIAL	Purchase Order No.	2020-06-228
Address	GF BAGUIO CENTERMALL, BAGUIO CITY	Date	6/30/2020
Gentlemen:	Mode of Procurement: SVP		

Please furnish this office the following articles subject to the terms and conditions herein.

Place of Delivery		DSWD-CAR, #40 North Drive, Baguio City		Delivery Term:	Complete
Date of Delivery		10 CALENDAR DAYS UPON RECEIPT OF PURCHASE ORDER		Payment Term:	CHARGE
Stock/Property	Unit	Description	QTY	Unit Cost	Total Cost
DReMD and KC-NCDDP Consolidated Office Supplies for CY 2020					
	bottle	ALCOHOL, 70% solution, 500 ml	50	135.00	6,750.00
	packet	Battery, size AAA, alkaline, 2pcs/packet	9	130.00	1,170.00
	box	Clip, backfold, 32mm, 12s/box	6	55.00	330.00
	box	Clip, backfold, 50mm, 12s/box	6	65.00	390.00
	box	CLIP, BACKFOLD, all metal, clamping: 19mm (- 1mm)/ box	55	55.00	3,025.00
	box	CLIP, BACKFOLD, all metal, clamping: 25mm (- 1mm)/ box	55	60.00	3,300.00
	piece	Correction Tape, disposable, 5mm width, 6m min	72	40.00	2,880.00
	piece	CUTTER, heavy duty, for general purpose	18	49.75	895.50
	box	Expanding Envelope, kraftboard, for legal size doc	9	18.50	166.50
	box	Folder, pressboard, size: 240mm x 370mm, color green	1	1,150.00	1,150.00
	pack	Folder, tagboard, legal, brown, 100s/pack	18	480.00	8,640.00
	pack	Folder, tagboard, legal, white, 100s/pack	12	505.00	6,060.00
	jar	Glue all-purpose, 200 grams min - REDSTONE	5	48.00	240.00
	bottle	Ink Refill, Epson, T6641, black, 70ml	30	365.00	10,950.00
	bottle	Ink Refill, Epson, T6642, cyan, 70ml	14	355.00	4,970.00
	bottle	Ink Refill, Epson, T6643, magenta, 70ml	14	355.00	4,970.00
	bottle	Ink Refill, Epson, T6644, yellow 70ml	13	355.00	4,615.00
	piece	Marker, permanent, broad, black	18	39.75	715.50
	piece	Marker, whiteboard, broad, black	18	39.75	715.50
	pad	NOTEPAD, STICK-ON, 3x3, 100 sheets per pad	82	28.00	2,296.00
	ream	PAPER MULTICOPY, A4, 80gsm size: 210 mm x 297 mm	133	140.00	18,620.00
	piece	PUNCHER, paper, heavy duty, with two hole guide	5	295.00	1,475.00
	book	Record book, 216mm x 279mm, 300 pages	5	95.00	475.00
	book	Record book, 216mm x 279mm, 500 pages	5	165.00	825.00
	box	Rubber band, 70mm min lay flat length (#18)	10	118.00	1,180.00
	piece	Signpen, 0.5mm, black - PILOT V5	95	60.00	5,700.00
	piece	Signpen, 0.5mm, blue - PILOT V5	35	60.00	2,100.00
	roll	Tape, transparent, 1" x 50m	26	20.00	520.00
	roll	Tape, transparent, 2" x 50m	25	25.00	625.00
OTHER REQUIREMENTS			COMPLIANCE		
The delivery of the goods is within 10 calendar days upon receipt of Purchase Order.			✓		
Delivery Place: 40 North Drive, Baguio City			✓		
TOTAL					95,749.00
(Amount in words)		Ninety Five Thousand Seven Hundred Forty Nine Pesos Only			

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,



LEO L. QUINTILLA

Signature over Printed Name of Authorized Official

OIC Regional Director

Designation

(Signature over Printed Name)

Date

Bank Account Name

Bank Account Number

TIN Number

*please tick tax type

vat
 non-vat

Date of BIR Registration

Fund Cluster: 02-FAPP

Funds Available: _____

WILBOURN B. BACOLONG
ACCOUNTANT III

WLB 7/1/2020

02-102151-2020-06-00034
ORS/ BURS No. : 02-101101-2020-06-03419

Date of the ORS/ BURS: 6/30/2020

KC 22,411.50
DRRP 73,337.50
Amount: 95,749.00