

PURCHASE ORDER

Department of Social Welfare and Development
Cordillera Administrative Office

Annex G-5

Supplier		THE STABLE EDUCATIONAL SUPPLY		Purchase Order No.		2021-06-279	
Address		#12 CJ LOWER BONIFACIO ST., BAGUIO CITY		Date		6/7/2021	
				Mode of Procurement		SHOPPING	
Gentlemen:							
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 WORKING DAYS UPON RECEIPT OF PURCHASE ORDER		Payment Term: Charge	
Stock/Property	Unit	Description	QTY	Unit Cost	Total Cost		
Purchase of Office Supplies for Various Sections and Programs							
SECTORS- CENTENARIAN							
	pad	Note Pad, stick-on, 3" x 2", 100sheets/pad	10	15.00	150.00		
	roll	Tape, transparent, 24mm, 50 meters	6	15.00	90.00		
	ream	Paper, multicopy, 210mm x 297mm (A4), 80 gsm	30	183.00	5,490.00		
	ream	Paper, multicopy, 216mm x 330mm (legal size), 80gsm	20	203.00	4,060.00		
NHTU							
	pack	Folder, tagboard, for legal size document	10	375.00	3,750.00		
	pad	Note Pad, 3" x 3", stick-on, 100sheets/pad	60	18.00	1,080.00		
	ream	Paper, multicopy, 216mm x 330mm (legal size), 80gsm	265	203.00	53,795.00		
	ream	Paper, multicopy, 210mm x 297mm (A4), 80 gsm	265	183.00	48,495.00		
CIS							
	piece	1 TB External Hard Drive	1	2,990.00	2,990.00		
RCAT-VAWC							
	pad	Note Pad, 3" x 3", stick-on, 100sheets/pad	50	18.00	900.00		
	ream	Paper, multicopy, 210mm x 297mm (A4), 80 gsm	90	183.00	16,470.00		
	ream	Paper, multicopy, 216mm x 330mm (legal size), 80gsm	30	203.00	6,090.00		
LDS							
	ream	Paper, multicopy, 210mm x 297mm (A4), 80 gsm	40	183.00	7,320.00		
OTHER REQUIREMENTS						COMPLIANCE	
The delivery of the goods is within 10 working days upon receipt of Purchase Order.						✓	
Delivery Place: DSWD-CAR, 40 North Drive, Baguio City						✓	
TOTAL						150,680.00	
(Amount in words)		One Hundred Fifty Thousand Six Hundred Eighty 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:

(Signature over Printed Name)	Date
Bank Account Name	Bank Account Number
TIN Number <small>*please tick tax type vat non-vat</small>	Date of BIR Registration

ARNEL B. GARCIA, CESO II
Signature over Printed Name of Authorized Official
Regional Director
Designation

Fund Cluster: <u>01 MDS CURRENT- 02-101101-2021-06</u>	ORS/ BURS No. : <u>04310, 04311, 04312, 04313,</u>
Funds Available: <u>159,680.00</u>	Date of the ORS/ BURS: <u>06/15/21</u> <u>04314</u>
WILBOURN B. BACOLONG ACCOUNTANT III <i>amb.</i>	Amount: <u>150,680.00</u>

VUB/crd