

# PURCHASE ORDER

Department of Social Welfare and Development  
Cordillera Administrative Office

Annex G-5

Supplier	MAJRCK ENTERPRISE	Purchase Order No.	2021-03-120
Address	527 BUA, TUDING, ITOGON, BENGUET	Date	3/23/2021
		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		15 CALENDAR DAYS UPON RECEIPT OF PURCHASE ORDER		Payment Term:	Charge
Stock/Property	Unit	Description	QTY	Unit Cost	Total Cost
<b>PURCHASE OF OFFICE SUPPLIES FOR PANTAWID PAMILYA</b>					
	piece	Calculator, compact, electronic, 12 digits cap	148	350.00	51,800.00
	box	Clip, backfold, 19mm, 12s/box	100	13.00	1,300.00
	piece	Correction Tape, 6 meters min	1,000	18.00	18,000.00
	piece	Data File Folder, made of chipboard, taglia lock	22	107.00	2,354.00
	box	Envelope, documentary, 10"x15", 500 PCS/BOX	4	900.00	3,600.00
	box	Envelope, documentary, A4, 500 PCS/BOX	1	750.00	750.00
	piece	Envelope, expanding, plastic, legal	200	23.00	4,600.00
	pack	File Tab Divider, A4, 5 colors/set	4	28.00	112.00
	bottle	Ink Refill, black (T664), genuine	73	300.00	21,900.00
	bottle	Ink Refill, cyan (T664), genuine	17	300.00	5,100.00
	bottle	Ink Refill, magenta (T664), genuine	3	300.00	900.00
	bottle	Ink Refill, yellow (T664), genuine	4	300.00	1,200.00
	piece	Marker, Fluorescent, assorted color	12	23.00	276.00
	piece	Marking pen, permanent, black	450	13.00	5,850.00
	piece	Marking pen, permanent, blue	205	13.00	2,665.00
	piece	Marking pen, permanent, red	30	13.00	390.00
	piece	Marking, whiteboard, black	220	19.00	4,180.00
	piece	Marking, whiteboard, black	90	19.00	1,710.00
	pad	Notepad, 3"x3"	625	19.00	11,875.00
	piece	Notebook, Stenographers, spiral, 40 leaves	200	18.00	3,600.00
	box	Paper Clip, gem type, 32mm, 100s/box	134	10.00	1,340.00
	box	Paper Clip, gem type, 48mm, 100s/box	124	23.00	2,852.00
	box	Paper Fastner, metal, 50sets/box	70	44.00	3,080.00
	ream	Paper, multicopy, A4, 80gsm	1,100	200.00	220,000.00
	ream	Paper, multicopy, Legal, 80gsm	800	214.00	171,200.00
	piece	Pencil Sharpener, mechanical	3	300.00	900.00
	piece	Pencil with lead eraser	500	8.00	4,000.00
	piece	Puncher, heavy duty	1	150.00	150.00
	box	Rubber Band, 70mm, #18, 350g	1	150.00	150.00
	piece	Signpen, black, 0.5mm	200	24.00	4,800.00
	piece	Signpen, blue, 0.5mm	100	24.00	2,400.00
	box	Staple wire, standard, 5000pcs/box	122	38.00	4,636.00
	roll	Tape, masking, 1"	100	15.00	1,500.00
	roll	Tape, masking, 2"	100	30.00	3,000.00
	roll	Tape, packaging, 2"	100	38.00	3,800.00
	roll	Tape transparent, 1"	100	15.00	1,500.00
	roll	Tape transparent, 2"	100	38.00	3,800.00
Delivery of Goods/Services is within 15 calendar days after receipt of Purchase Order.					-
<b>TOTAL</b>					<b>571,270.00</b>
(Amount in words)		<b>Five Hundred Seventy One Thousand Two Hundred Seventy Pesos Only</b>			

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:

Marilou V. Gacoscas

(Signature over Printed Name)

Landbank

Bank Account Name

182-271-688-000

TIN Number \*please tick tax type  
vat  
 non-vat

4/21/2021

Date

3551-0151-56

Bank Account Number

12/3/1999

Date of BIR Registration

ARNEL B. GARCIA, CESO II

Signature over Printed Name of Authorized Official

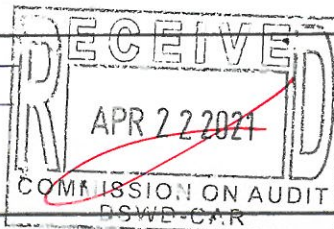
Regional Director

Designation

Fund Cluster: AMT CURRENT

Funds Available: 571,270

WILBOURN B. BACOLONG  
ACCOUNTANT III



ORS/ BURS No.: 21-03-02182

Date of the ORS/ BURS: MARCH 21, 2021

Amount: 571,270.00