

PURCHASE ORDER

Supplier: NEBANA GENERAL MERCHANDISE	P.O. # 024-11-177
Address: Maharlika Highway Brgy. Hagakhakin Gumaca, Quezon	Date: November 6, 2024
TIN: 311790826000	Mode of Procurement: Shopping
Account No.: 2441114608 Branch: LBP - Gumaca, Quezon	
Telephone: (042) 3177649; 0917-5283376 email: nebanagm@gmail.com	

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

Place of Delivery: OFFICE OF THE SOLICITOR GENERAL	Delivery Term: w/in 30 days upon receipt of P.O.
Date of Delivery:	Payment Term: w/in 30 days upon final acceptance Bank to bank

Item No.	Unit	Description	Quantity	Unit Cost	Amount
PROCUREMENT OF COMMON-USE OFFICE SUPPLIES					
1	box	EXCEL, CLIP, BACKFOLD, 15MM Material: All Metal; Size: 3/5" Packaging: At least 12 pcs/box	20	Php 11.00	Php 220.00
2	box	JOY, CLIP, BACKFOLD, 41mm Materials: All Metal; Size: 1-58" Packaging: At least 12pcs/box	29	30.00	870.00
3	pc	CUTTER/UTILITY KNIFE, HEAVY DUTY Size - Blade Measurements: 100mm (L) x 16mm (W) Thickness: At least 0.40mm Features: With anti-slip grip plastic molded body; With built-in blade snapper; With steel blade track; With safety screw locking mechanism	31	55.00	1,705.00
4	pc	HBW, STAMP PAD, FELT Stamp Pad Container - Material: Made of metal, plastic or combination of plastic and metal Plastic component shall be resistant to impact and ink. Stamp Pad Bed: Shall be composed of an absorbent material. Pre-inked, Ink shall be free from any offensive odor.	24	35.00	840.00
5	pack	VECO, STICKER PAPER, A4 SIZE Size: 210mm x 297mm at least 80gsm; Finish: Matte Color: White; Packaging: 10 sheets per pack Intended Application: For labeling, nametags; Not easily detach	36	23.00	828.00
6	pack	PAGE MARKER STICKY TABS Size: 0.5" (W) x 1.7" (L); Color: Multi-color Package Configurations: 10 pads/package Package Content: 10 sheets/package <i>Supplier must warrant that in case of defective delivered item upon usage of the end-user, it will be subject for replacement. The supplier will be allowed to deviate from the measurement provided that said deviations will be equal or greater than those stipulated.</i>	400	19.50	7,800.00

Total Amount in Words: **TWELVE THOUSAND TWO HUNDRED SIXTY THREE PESOS ONLY** Php **12,263.00**

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.

Conforme: <i>[Signature]</i> THOMAS SAMADAN (Signature over printed name) NOV-08, 2024 (Date)	Very truly yours, <i>[Signature]</i> JESSICA L. CASTRO CAO, Administrative Division EDITHA R. BUENDIA Director IV, HRMAS
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Funds Available: <i>[Signature]</i> ARIEL J. UBIÑA Chief Accountant	ALOBS: <u>62-101101-2024-11-714</u> Amount: <u>₱ 12,263.00</u>	This is to certify that this procurement was posted at Philgeps in compliance with RA 9184 CHRISTIAN D. BUAT ADAS I
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