

PURCHASE ORDER
Province of Zamboanga del Norte

Supplier : THEA COMPUTER SALES, SERVICES, AND ENTERPRISES	P.O. No.: 2024-09-0372(PB)
Address : Sta. Isabel, Dipolog City	Date : 9/26/2024
TIN: 486 184 823 000	Mode of Procurement: Public Bidding
	PR No./s 200(01)24-09-019(I)

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

Place of Delivery : PGSO Warehouse, Capitol Extension Building, Malvar St., Estaka, Dipolog City	Delivery Term: 30 calendar days upon receipt of Notice to Proceed (NTP)
Date of Delivery :	Payment Term: 30 Days after full delivery

Item No.	Unit	Quantity	Description	Unit Cost	Amount
1	pcs.	50	Folder, 14 point Long	10.00	500.00
2	pcs.	25	Folder, 14 point short	8.00	200.00
3	pcs.	30	Correction Tape 5mmx8m	45.00	1,350.00
4	reams	50	US Bond Paper, Substance 24, gsm 80, Long	290.00	14,500.00
5	reams	50	US Bond Paper, Substance 24 GSM 80, Short	270.00	13,500.00
6	reams	50	US Bond Paper, Substance 24, GSM 80, A4 Size	280.00	14,000.00
7	pcs.	10	Permanent Marker, black	55.00	550.00
8	pcs.	10	Permanent Marker, red	55.00	550.00
9	boxes	10	Staple Wire #35	75.00	750.00
10	pcs.	50	Envelope Kraft, long	7.00	350.00
11	pcs.	30	Envelope Kraft, short	6.00	180.00
12	box	2	Ballpen (Black) good quality 25pcs/box	300.00	600.00
13	box	2	Ballpen (Blue) Good Quality 25pcs/box	300.00	600.00
14	box	2	Ballpen (red) good quality 25pcs/box	300.00	600.00
15	doz.	2	Sign Pen good quality (black)	520.00	1,040.00
16	doz.	2	Sign Pen good quality (red)	520.00	1,040.00
17	doz.	2	Sign Pen good quality (Blue)	520.00	1,040.00
18	rolls	2	Masking Tape 2"	75.00	150.00
19	pcs.	2	Stapler #35	280.00	560.00
20	set	2	Computer Keyboard with mouse	750.00	1,500.00
21	pcs.	30	Marker/Highlighter	55.00	1,650.00
22	jar	3	Paste	85.00	255.00
23	bot.	4	Stamp Pad Ink (2color balck & 2 Violet)	85.00	340.00
24	set	2	Epson Ink 003 in four colors	1,680.00	3,360.00
25	tube	3	Epson Ink 003 (Black)	420.00	1,260.00
26	box	5	Rubber Band	280.00	1,400.00
27	pair	2	Scissors, Heavy Duty stainless steel	180.00	360.00
28	pc.	30	Expanded Folder Long	25.00	750.00
29	pc.	5	Record Book, 500pages	160.00	800.00
30	pc.	5	Record Book, 300 pages	120.00	600.00
31	rolls	5	Double Sided Tape	65.00	325.00
32	box	2	Binder Clip 51mm	96.00	192.00
33	box	2	Binder Clip 41mm	86.00	172.00
34	box	2	Binder Clip 25mm	75.00	150.00
35	unit	1	Paper Shredder Machine (Heavy Duty)	27,500.00	27,500.00
36	pcs.	30	Arch File Folder	250.00	7,500.00
Sub-Total	Balanced Forwarded To			100,174.00	

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.

Very truly yours