

PURCHASE ORDER

PROVINCIAL GOVERNMENT OF CAMARINES NORTE

Supplier :	SOPHIE'S GENERALMERCHANDISE	P.O. No. :	24010368
Address :	P-5, Bautista, Labo, Camarines Norte	Date :	02/28/24
Telephone No. :		Mode of Procurement :	SHOPPING
TIN :	184-646-631-000		

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

Place of Delivery: PIO	Delivery Term: 700
Date of Delivery: 03/07/24	Payment Term: FULL

Item No.	Quantity	Unit Issue	ITEM DESCRIPTION	Amount	
				Unit Cost	Total Cost
1	2	piece	Cork Board 23in x 35in	1,800.00	3,600.00
2	2	piece	Whiteboard, 24in x 36in	1,750.00	3,500.00
3	12	piece	Correction Tape	50.00	600.00
4	5	box	Paper Clamp, 15mm	55.00	275.00
5	5	box	Paper Clamp, 32mm	88.00	440.00
6	5	box	Paper Clamp, 51mm	135.00	675.00
7	4	box	Gel Pen (Blue and Black)	397.00	1,588.00
8	5	piece	Scissors	76.00	380.00
9	6	piece	Glue, 118ml	80.00	480.00
10	10	piece	Scotch Tape 1inch	82.00	820.00
11	4	piece	Scotch Tape Dispenser	250.00	1,000.00
12	10	piece	Double sided Tape ¾inch	55.00	550.00
13	25	pad	Sticky Notes 3in x 4in	21.00	525.00
14	4	box	Whiteboard Marker	450.00	1,800.00
15	2	box	Permanent Marker	390.00	780.00
16	3	piece	Extension Wire, 5meters	440.00	1,320.00
17	4	piece	Flash Drive, 64GB	1,000.00	4,000.00
18	3	piece	External Hard Drive, 2TB	6,990.00	20,970.00
19	1	piece	SD Card, 128GB	2,280.00	2,280.00
20	2	piece	Calculator	740.00	1,480.00
21	5	piece	Extended Mousepad	200.00	1,000.00
22	2	bottle	Stamp Pad Ink, purple or violet, 50ml	50.00	100.00
23	2	piece	Stamp Pad, Felt, Bed dimension: 60mm x 100mm	35.00	70.00
24	4	box	Push Pin Plastic headed	50.00	200.00
25	2	box	Ballpen, Ordinary click, Blue & Black, 50s/box	350.00	700.00
26	16	box	Fastener, plastic coated	50.00	800.00
27	30	piece	Record Book, 200 pages 7 x 11	160.00	4,800.00
28	10	ream	Board Certificate Paper, A4	500.00	5,000.00
29	10	ream	Board Certificate Paper, Letter	500.00	5,000.00
30	2	ream	Acetate Transparency Film, A4	405.00	810.00
31	235	piece	Expandable Envelope with garter/string, Legal	26.00	6,110.00
32	15	piece	Stand file Box, Green	250.00	3,750.00
33	1	set	First Aid Kit	1,600.00	1,600.00

for office Supplies for PIO/RP administrative operation, documents and other purposes

Total amount in words:	Seventy Seven Thousand Three Pesos Only	77,003.00
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In case of failure to deliver within the time specified above, penalty of one-tenth (1/10) of one (1) percent of every day of delay shall be imposed.

Very truly yours,

RICARTE R. PADILLA
Governor

Conforme:

SOFIA P. CALMATEO

Signature over printed name of Supplier

02/29/24
Date