

PURCHASE ORDER
PROVINCIAL GOVERNMENT OF CAMARINES NORTE

Supplier : JAI & JAZZ CONSUMER GOODS TRADING	P.O. No. : 25031250
Address : Daet Central Terminal Brgy. Camambugan Daet, Camarines Norte	Date : 06-10-25
Telephone No. : 0908-583-0555 / charlenecaramoan@gmail.com	Mode of Procurement : SHOPPING
TIN : 248-932-455-000	

Gentlemen:

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

Place of Delivery : PESO	Delivery Term : 1400
Date of Delivery : 06/25/2025	Payment Term : FULL

Item No.	Quantity	Unit Issue	ITEM DESCRIPTION	Amount	
				Unit Cost	Total Cost
1	35	ream	book paper long, sub 20	328.00	11,480.00
2	35	ream	book paper short, sub 20	282.00	9,870.00
3	10	ream	paper, A4 bond paper	292.00	2,920.00
4	3	box	PVC cover, long (color: clear, size: 216 mm x 330 mm)	1,800.00	5,400.00
5	15	pc	sticky note (size; 1" x 3" / 2.5 x 7.6cm) (3/100 sheets)	60.00	900.00
6	19	pc	sticky note (size; 0.5" x 1.75 or 1.3 x 4.4cm) (10/100 sheets)	51.00	969.00
7	30	pc	certificate holder	60.00	1,800.00
8	100	pc	colored slide folder, legal, light brown	20.00	2,000.00
9	100	pc	expanded brown envelop, legal, light brown	15.00	1,500.00
10	50	pc	clipbinder notebook, 9 division	150.00	7,500.00
11	6	pc	all purpose glue stick, 15g (0.53 oz)	68.00	408.00
12	6	pc	office scissors, stainless, 8.45"	60.00	360.00
13	6	pc	plastic ruler	28.00	168.00
14	6	ream	board paper, long, 50 sheets	450.00	2,700.00
15	60	pc	ballpen, black	65.00	3,900.00
16	7	pack	specialty paper, long	50.00	350.00
17	6	bottle	664 ink - black	310.00	1,860.00
18	2	bottle	665 ink - cyan	315.00	630.00
19	2	bottle	666 ink - magenta	315.00	630.00
20	2	bottle	667 ink - yellow	315.00	630.00

for Office Supplies

Total amount in words : Fifty Five Thousand Nine Hundred Seventy Five Pesos Only	55,975.00
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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,

Conforme:

CHARLENE CARAMOAN TOTANES

Signature over printed name of Supplier

06-11-25

Date

RICARTE R. PADILLA

Governor