

**PURCHASE ORDER**  
PROVINCIAL GOVERNMENT OF CAMARINES NORTE

Supplier	: LUCKY TRADING AND SERVICES	P.O. No.	: 25102706
Address	: Purok 4, Brgy. Gahonon Daet, Camarines Norte	Date	: 12-16-25
Telephone No.	: 0920-299-9351/0907-535-6432	Mode of Procurement	: SHOPPING
TIN	: 280-584-845-000		

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

Place of Delivery:	COA	Delivery Term:	1400
Date of Delivery:	12/31/2025	Payment Term:	FULL

Item No.	Quantity	Unit Issue	ITEM DESCRIPTION	Amount	
				Unit Cost	Total Cost
1	30	rm	Bookpaper, Substance 20, -Short 8.5 x 11 (Letter) HA	300.00	9,000.00
2	15	rm	Bookpaper, Substance 20, -Long 8.5 x 13 (Legal) HA	350.00	5,250.00
3	10	rm	Bookpaper, Substance 20, - 8.25 x 11.75 (A4) HARDC	340.00	3,400.00
4	30	pc	Gel Pen (black) MYGEL	50.00	1,500.00
5	5	pc	Gel Pen (red) MYGEL	50.00	250.00
6	30	pc	Gel Pen (blue) MYGEL	50.00	1,500.00
7	50	pc	White Folder - long	20.00	1,000.00
8	1	pc	Copier Toner - TN 2560 XL	3,100.00	3,100.00
9	10	dz	Tissue paper - 3 ply	320.00	3,200.00
10	65	pc	Expanded Envelope (green/long) EPSON	30.00	1,950.00
11	5	btl	Ink Refill - Black for T6641-100ml EPSON	400.00	2,000.00
12	2	btl	Ink Refill - Cyan for T6642- 100ml EPSON	400.00	800.00
13	2	btl	Ink Refill - Magenta for T6643 - 100ml EPSON	400.00	800.00
14	2	btl	Ink Refill - Yellow for T6644 - 100ml EPSON	400.00	800.00
15	5	pc	Eraser - HD	35.00	175.00
16	10	roll	Scotch Tape - 1" width	30.00	300.00
17	5	roll	Tape, double adhesive	50.00	250.00
18	5	pad	Stick Notes, 3 x 1/2"	30.00	150.00
19	5	pad	Stick Notes, 2" x 3"	40.00	200.00
20	5	pad	Stick Notes 3" x 5"	50.00	250.00
21	5	pack	Translucent Marking Sticky Note 5pcs/pack	70.00	350.00
22	2	pack	Battery AA, HD 2 pcs/pack	120.00	240.00
23	2	pack	Battery AAA, HD 2 pcs/pack	150.00	300.00
24	1	pc	Stapler with Staple Remover	250.00	250.00
25	1	box	Paper Fastener (plastic/long)	100.00	100.00
26	20	pc	Pencil # 2	20.00	400.00
27	1	pc	mouse- wireless usb	850.00	850.00
28	5	pc	Permanent Marker - black (broad)	60.00	300.00
29	5	pc	Permanent Marker - black (fine)	60.00	300.00
30	5	pc	Permanent Market- red (fine)	60.00	300.00
<i>for Office Use</i>					

Total amount in words: **Thirty Nine Thousand Two Hundred Sixty Five Pesos Only** **39,265.00**

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:

*Amabel B. Pajarillo*  
AMABEL B. PAJARILLO

Signature over printed name of Supplier

12-19-25

Date

**ENGR. JOSEPH V. ASCUTIA**  
Acting Governor *✓*

**PURCHASE ORDER**  
PROVINCIAL GOVERNMENT OF CAMARINES NORTE

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Address	: Purok 4, Brgy. Gahonon Daet, Camarines Norte	Date	: 12-16-25
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TIN	: 280-584-845-000		

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Date of Delivery:	12/31/2025	Payment Term:	FULL

Item No.	Quantity	Unit Issue	ITEM DESCRIPTION	Amount	
				Unit Cost	Total Cost
			<i>Balanced Forwarded...</i>		<i>39,265.00</i>
31	1	pack	Morocco Paper Binding Cover 100's (blue/short)	500.00	500.00
32	1	pack	PVC Binding Cover 100's (clear/short)	500.00	500.00
33	3	pc	Cutter, HD - big	85.00	255.00
34	2	pc	Scissor, big HD	120.00	240.00
35	1	ream	Colored paper assorted colors	380.00	380.00
36	5	roll	Packing tape (3") width- brown	80.00	400.00
37	5	roll	Paper Masking Tape -2" width	100.00	500.00
38	10	roll	Paper Masking Tape- 1" width	50.00	500.00
39	2	unit	Calculator, desktop	980.00	1,960.00
40	2	pc	Ruler - 12"	20.00	40.00
41	5	pc	File Box	250.00	1,250.00
42	5	pc	Glue gun refill- small	10.00	50.00
43	20	pc	White Folder- short	15.00	300.00
44	2	pack	Photo paper- glossy, A4	200.00	400.00
45	5	pc	Plastic Comb Binding Spine 0.5"	35.00	175.00
46	5	pc	Plastic Comb Binding Spine 1"	50.00	250.00
47	5	pc	Mega Box- 70 liters	1,350.00	6,750.00
48	10	btl	Ink Refill - for L5290 BLACK	500.00	5,000.00
49	5	btl	Ink Refill - for L5290 CYAN	500.00	2,500.00
50	5	btl	Ink Refill - for L5290 MAGENTA	500.00	2,500.00
51	5	btl	Ink Refill - for L5290 YELLOW	500.00	2,500.00
52	10	btl	Ink Refill - for DCP-T720DW BLACK	500.00	5,000.00
53	5	btl	Ink Refill - for DCP-T720DW CYAN	500.00	2,500.00
54	5	btl	Ink Refill - for DCP-T720DW MAGENTA	500.00	2,500.00
55	5	btl	Ink Refill - for DCP-T720DW YELLOW	500.00	2,500.00
			<i>for Office Use</i>		

Total amount in words:	<b>Seventy Eight Thousand Seven Hundred Fifteen Pesos Only</b>	<b>78,715.00</b>
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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:

*Amabel B. Pajarillo*  
**AMABEL B. PAJARILLO**

Signature over printed name of Supplier

12-17-25

Date

**ENGR. JOSEPH V. ASCUTIA**  
Acting Governor *W*