

PURCHASE ORDER
PROVINCIAL GOVERNMENT OF CAMARINES NORTE

Supplier :	SOPHIES GENERAL MERCHANDISE	P.O. No. :	26010189
Address :	P-5, Bautista, Labo, Camarines Norte	Date :	03-03-26
Telephone No. :	0968-413-2568	Mode of Procurement :	SVP
TIN :	184-646-631-000		

Gentlemen:

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

Place of Delivery :	LDH	Delivery Term :	4CD
Date of Delivery :	03/18/2026	Payment Term :	FULL

Item No.	Quantity	Unit Issue	ITEM DESCRIPTION	Amount	
				Unit Cost	Total Cost
1	44	box	Ballpoint Pen, Black, (Box/25 Pcs.), PANDA	210.00	9,240.00
2	1	box	Ballpoint Pen, Black, Erasable, Gel Pen, 0.7 (Box/12 Pcs.)	670.00	670.00
3	17	box	Ballpoint Pen, Blue, (Box/25 Pcs.), PANDA	200.00	3,400.00
4	2	box	Ballpoint Pen, 0.5 mm, Black, (Box/12 Pcs)	100.00	200.00
5	12	box	Ballpoint Pen, Red, (Box/25 Pcs.)	200.00	2,400.00
6	4	pcs	Binder Clip, 2.	85.00	340.00
7	12	pack	Brown Envelope, A4, (Pack/100 Pcs)	480.00	5,760.00
8	2	pack	Brown Envelope, Legal, (Pack/100 Pcs)	550.00	1,100.00
9	2	pack	Brown Envelope, Letter, (Pack/100 Pcs)	400.00	800.00
10	10	piece	Calculator, Compact, 12 Digits, CASIO	700.00	7,000.00
11	9	piece	Ink, Fine Cartridge, CL-7465, CANON	2,485.00	22,365.00
12	9	piece	Ink, Fine Cartridge, PG-7455, CANON	1,600.00	14,400.00
13	1	box	Carbon Paper, Blue, Legal (Box/100 Pcs)	900.00	900.00
14	1	pack	Cartolina, Blue (Pack/100 Pcs)	1,000.00	1,000.00
15	1	pack	Cartolina, Pink (Pack/100 Pcs)	1,000.00	1,000.00
16	1	pack	Cartolina, Red (Pack/100 Pcs)	1,000.00	1,000.00
17	1	pack	Cartolina, White (Pack/100 Pcs)	1,000.00	1,000.00
18	1	pack	Cartolina, Yellow (Pack/100 Pcs)	1,000.00	1,000.00
19	1	pack	Cartolina, Yellow Green (Pack/100 Pcs)	1,000.00	1,000.00
20	2	piece	Clear Book, Long, 200 Pages	150.00	300.00
21	2	piece	Clear Book, Short, 200 Pages	150.00	300.00
22	6	pack	Colored Paper, 80 GSM, Assorted, Legal (Pack/250 Pcs)	400.00	2,400.00
23	220	ream	Copier Paper, A4, 70 GSM, 210x297 mm, HARDCOPY	260.00	57,200.00
24	515	ream	Copier Paper, Legal, 70 GSM, 216x330 mm, HARDCOPY	290.00	149,350.00
25	300	ream	Copier Paper, Letter, 70 GSM, HARDCOPY	255.00	76,500.00
26	4	piece	Cork Board, 2x3 feet	1,600.00	6,400.00
27	15	box	Correction Tape, Rewinding Tape (Box/24 Pcs), JOY	900.00	13,500.00
28	15	piece	Double-sided Tape, 1 inch	37.00	555.00
29	6	piece	Duct Tape, 2 inches	200.00	1,200.00
30	6	piece	File Organizer	630.00	3,780.00
31	2	pack	Folder, White, A4 250 GSM (Pack/100 Pcs.)	875.00	1,750.00
32	50	pack	Folder, White, Legal, 250 GSM (Pack/100 Pcs.)	895.00	44,750.00
33	18	pack	Folder, White, Letter, 250 GSM (Pack/100 Pcs.)	770.00	13,860.00

for Office Supplies use

Total amount in words:	Four Hundred Forty Six Thousand Four Hundred Twenty Pesos Only	446,420.00
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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:

SOFIA P. CALMATEO

Signature over printed name of Supplier

03-04-26

Date

ENGR. JOSEPH V. ASCUTIA
Acting Governor

PURCHASE ORDER

PROVINCIAL GOVERNMENT OF CAMARINES NORTE

Supplier :	SOPHIES GENERAL MERCHANDISE	P.O. No. :	26010189
Address :	P-5, Bautista, Labo, Camarines Norte	Date :	03-03-26
Telephone No. :	0968-413-2568	Mode of Procurement :	SVP
TIN :	184-646-631-000		

Gentlemen:

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

Place of Delivery: LDH	Delivery Term: <u>lcp</u>
Date of Delivery : 03/12/2026	Payment Term: <u>FULL</u>

Item No.	Quantity	Unit Issue	ITEM DESCRIPTION	Amount	
				Unit Cost	Total Cost
			Balance Forwarded....	Sub-Total:	446,420.00
34	1	pack	Folder, Yellow, Legal, 250 GSM (Pack/100 Pcs)	1,000.00	1,000.00
35	2	box	Highlighting Pen, (Box/24 Pcs), HBW	1,100.00	2,200.00
36	2	piece	Hospital Admission Logbook	385.00	770.00
37	2	box	Ink Benefit, LC462Y (Box/5 Pcs)	1,265.00	2,530.00
38	2	box	Ink Benefit, LC462M (Box/5 Pcs)	1,265.00	2,530.00
39	2	box	Ink Benefit, LC462C (Box/5 Pcs)	1,265.00	2,530.00
40	2	box	Ink Benefit, LC462B (Box/5 Pcs)	1,330.00	2,660.00
41	5	bottle	Ink Black, BT D60, BROTHER	745.00	3,725.00
42	5	bottle	Ink, Magenta, BT5000, BROTHER	725.00	3,625.00
43	6	bottle	Ink, Cyan, BT5001, BROTHER	725.00	4,350.00
44	6	bottle	Ink, Yellow, BT5002, BROTHER	725.00	4,350.00
45	225	bottle	Ink, 003, Black, 65 ML, EPSON	440.00	99,000.00
46	36	bottle	Ink, 003, Cyan, 65 ML, EPSON	440.00	15,840.00
47	36	bottle	Ink, 003, Magenta, 65 ML, EPSON	440.00	15,840.00
48	36	bottle	Ink, 003, Yellow, 65 ML, EPSON	440.00	15,840.00
49	4	pack	Laminating Pouches, 250 MIC, 222 MMx335 MM (Pack/100 Sheets)	2,300.00	9,200.00
50	90	piece	Logbook, 300 Pages, Record Book	100.00	9,000.00
51	90	piece	Mailing, Envelope, White Legal, 70 GSM (Bundle/100 Pcs)	190.00	17,100.00
52	18	bundle	Logbook, 500 Pages, Record Book (Wide)	240.00	4,320.00
53	12	bundle	Manila Paper (Bundle/25 Pcs)	160.00	1,920.00
54	45	piece	Masking Tape, 1 Inch Width	50.00	2,250.00
55	45	piece	Multi-Purpose Glue, 130 grams	130.00	5,850.00
56	30	box	Paper Clip, Vinyl/Plastic coated, Jumbo 50 mm	30.00	900.00
57	2	piece	Guillotine Cutter	2,235.00	4,470.00
58	8	piece	Paper Organizer/Desk File Organizer Tray, 4 Layers	995.00	7,960.00
59	12	piece	Pencil Eraser	20.00	240.00
60	4	piece	Pencil Sharpener, Table Top, Heavy Duty	435.00	1,740.00
61	14	box	Pencil, #2 (Box/12 Pcs)	185.00	2,590.00
62	10	box	Permanent Marker, Broad (Box/12 Pcs), PILOT	780.00	7,800.00
63	10	box	Permanent Marker, Fine (Box/12 Pcs), PILOT	780.00	7,800.00
64	12	piece	Philippine National Flag	285.00	3,420.00
65	39	piece	Photo Frames, Legal	230.00	8,970.00
66	39	piece	Photo Frames, Letter	220.00	8,580.00

for Office Supplies use

Total amount in words: Seven Hundred Twenty Seven Thousand Three Hundred Twenty Pesos Only	727,320.00
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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:

SOFIA P. CALMATEO

Signature over printed name of Supplier

03-04-26
Date

ENGR. JOSEPH V. ASCUTIA
Acting Governor

PURCHASE ORDER
PROVINCIAL GOVERNMENT OF CAMARINES NORTE

Supplier :	SOPHIES GENERAL MERCHANDISE	P.O. No. :	26010189
Address :	P-5, Bautista, Labo, Camarines Norte	Date :	03-03-26
Telephone No. :	0968-413-2568	Mode of Procurement :	SVP
TIN :	184-646-631-000		

Gentlemen:

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

Place of Delivery: LDH	Delivery Term : 14CD
Date of Delivery : 03/18/2026	Payment Term: FULL

Item No.	Quantity	Unit Issue	ITEM DESCRIPTION	Amount	
				Unit Cost	Total Cost
			Balance Forwarded....	Sub-Total:	727,320.00
67	30	pack	Photo Paper, A4, 160 GSM (Pack/50 Sheets)	300.00	9,000.00
68	3	roll	Plastic Cover, Transparent, (L:50; W:48", T:6 Hard)	2,110.00	6,330.00
69	50	box	Plastic Fastener (Box/50 Pairs)	55.00	2,750.00
70	30	piece	Plastic Ruler, 24 Inches	60.00	1,800.00
71	30	piece	Plastic Ruler, 12 Inches	15.00	450.00
72	20	box	Priport Ink DX 2430, 500 ML, Black	3,560.00	71,200.00
73	12	roll	Priport Master DX 2430, 390 Grams	2,030.00	24,360.00
74	12	piece	Puncher, Heavy Duty	485.00	5,820.00
75	12	pack	Push Pins, (Pack/50 Pcs)	60.00	720.00
76	6	piece	Plastic Ring Binders, 1 Meter	60.00	360.00
77	6	box	Rubber Band, No.18	295.00	1,770.00
78	24	piece	Scissor, Asymmetrical, Big	215.00	5,160.00
79	12	piece	Scissor, Symmetrical, Big	125.00	1,500.00
80	2	box	Sign Pen, Extra Fine Tip, Black (Box/12 Pcs)	490.00	980.00
81	60	pack	Specialty Paper, Legal, Thin (Pack/100 Pcs)/Vellum	475.00	28,500.00
82	10	piece	Stamp Pad, Felt, #3, 50 MI, HBW	110.00	1,100.00
83	12	piece	Standard Utility Cutter, 15-18 CM	80.00	960.00
84	20	piece	Staple Remover, Plier Type	140.00	2,800.00
85	6	carton	Staple Wire, Number 35 (Carton/20 Boxes)	1,260.00	7,560.00
86	30	piece	Stapler, Compact Desktop, Number 35, Heavy Duty	400.00	12,000.00
87	20	roll	Stationery Tape, Transparent, 1 Inch	28.00	560.00
88	20	roll	Stationery Tape, Transparent, 2 Inches	60.00	1,200.00
89	6	piece	Tape, Dispenser, 1 Inch	195.00	1,170.00
90	8	piece	USB Flash drive 64GB	650.00	5,200.00
91	8	piece	Wall Clock, Big	1,085.00	8,680.00
92	4	piece	White Board Eraser	80.00	320.00
93	2	box	White Marker (Box/12 Pcs)	750.00	1,500.00
94	5	piece	White Board, 2x3 Feet	1,600.00	8,000.00
95	2	pad	Yellow Paper	75.00	150.00
96	10	piece	Stamp Pad, Ink, HBW	70.00	700.00
97	12	piece	Toner, MP2014HS, 390 Grams, Black	4,715.00	56,580.00
for Office Supplies use					

Total amount in words: Nine Hundred Ninety Six Thousand Five Hundred Pesos Only	996,500.00
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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.

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Conforme:

SOFIA P. CALMATEO

Signature over printed name of Supplier

03-04-26

Date

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Acting Governor