

1 Supplier/Provider: MOSTACO MARKETING		2 P. O. Number: 2023-09-0152	
Address: Las Piñas City		Date: 20-Sep-23	
Tel./Fax No.: 8330-5198/09190826567		P.R. No.: 2023-08-0159	
TIN: 915-524-116-000		Date: 31-Aug-22	
		Mode of Procurement: Shopping (B)	

3
Gentlemen:
Please furnish this Office the following articles subject to the terms and conditions contained herein

Item No.	Stock No.	Qty	Unit	Item Description	Cost (PhP)	
					Unit	Total
1		500	ream	PAPER, Multicopy, A4, 80 gsm	200.00	100,000.00
2		200	roll	TAPE, masking, 24mm	27.00	5,400.00
3		400	roll	STATIONERY TAPE, transparent, 24mm	14.00	5,600.00
4		100	roll	STATIONERY TAPE, transparent, 48mm	22.00	2,200.00
5		200	piece	CORRECTION TAPE, 10M	18.00	3,600.00
6		50	unit	CALCULATOR, compact desk type, 12 digits	144.00	7,200.00
7		50	box	PENCIL, lead, with eraser	39.00	1,950.00
8		20	ream	PVC BINDING COVER, A4 transparent	420.00	8,400.00
9		50	piece	3.0 FLASH DRIVE, 16 GB Capacity, 1 piece in individual blister pack	192.00	9,600.00
16		50	piece	RECORD BOOK, 300 pages, hard bound, 11x8.5in	130.00	6,500.00
17		50	piece	RECORD BOOK, 500 pages, hard bound, 11x8.5in	166.00	8,300.00
18		60	pack	TOILET TISSUE PAPER, 3 ply, 12 rolls per pack	112.00	6,720.00
20		50	box	FASTENER, metall, 4.5" (50pcs per box)	42.00	2,100.00

Amount in Words: **One Hundred Sixty-Seven Thousand Five Hundred Seventy Pesos**
 Total: **167,570.00**
 *Subject to Applicable Taxes
 GROSS **167,570.00**

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 Place of Delivery: PCC Delivery Term: Pick-up **7-10 Calendar Days upon receipt of the signed PO**
 Date of Delivery/Completion: _____ Payment Term: COD **15-20 days upon complete delivery**

Note: All materials replaced during the repair job shall be surrendered upon delivery of equipment to facilitate processing of payment. Unless otherwise indicated, the above terms and conditions are deemed accepted and form part thereof.

5
 Penalty Provision:
 In case of failure to make 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.
 Conforms: **JOJIE R. VELLINA** Very truly yours, *Kenneth V. Tanate*
 SOLE PROPRIETOR **KENNETH V. TANATE, PhD**
 Supplier signature over printed name Executive Director and
 Date: **9/26/2023** Head of the Procuring Entity
 Date: _____

6
 Funds Available: *[Signature]*
REUBEN JONATHAN P. MONTENEGRO
 Chief Accountant

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 Amount: _____ ALOBS No.: _____
 Date: _____

