



PURCHASE ORDER

1 Supplier/Provider: Mostaco Marketing Address: 68A Lalaine Bennet St., BF Resort Village Las Pinas City Tel./Fax No.: 8514-8562 TIN: 915-524-116-000				2 P. O. Number: 2023-02-0036 Date: 27-Feb-23 P.R. No.: 2023-02-0044 Date: 31-Jan-23 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	Unit	Total	
1		200	piece	ARCH FILE FOLDER, Horizontal, 2 holes 3" Legal, Black	P101.00	P 20,200.00	
2		200	piece	ARCH FILE FOLDER, Vertical, 2 holes 3" Legal, Black	P101.00	P 20,200.00	
10		5	piece	PAPER, Multi-Purpose, A3 (Copy & Laser)	P389.00	P 1,945.00	
11		20	piece	PAPER, Photo High Glossy A4 230gsm (Veco)	P68.00	P 1,360.00	
18		120	piece	DOUBLE SIDED TAPE 24mm (Excel)	P20.00	P 2,400.00	
20		120	piece	MASKING TAPE 24mm (Excel)	P29.00	P 3,480.00	
21		480	pack	BATTERY DRY CELL (AA) Super Heavy Duty 2pcs/pack (Maxell)	P50.00	P 24,000.00	
22		480	pack	BATTERY DRY CELL (AAA) Super Heavy Duty 2pcs/pack (Maxell)	P50.00	P 24,000.00	
29		50	piece	PUMP BOTTLES atleast 500ml	P32.00	P 1,600.00	
30		300	piece	STORAGE FILE BOX, Brown (12"Hx16"W) (Box Kraft w/ Lid)	P74.00	P 22,200.00	
Nothing Follows							
Amount in Words: One Hundred Twenty-One Thousand Three Hundred Eighty-Five Pesos Only					Total: P 121,385.00 *Subject to Applicable Taxes - GROSS P 121,385.00		
4 Place of Delivery: <u>PCC</u>		Delivery Term: <input type="checkbox"/> - Pick-up <input checked="" type="checkbox"/>		- Deliver w/in 10 working days from receipt of the PO			
Date of Delivery/Completion:		Payment Term: <input type="checkbox"/> - COD <input checked="" type="checkbox"/>		- 15 Days after 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 the 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 to: JOJIE R. VELINA SOLE PROPRIETOR Supplier signature over printed name Date: <u>2/28/2023</u>			Very truly yours,  KENNETH V. TANATE, PhD Executive Director and Head of the Procuring Entity Date:				
6 Funds Available :  REUBEN JONATHAN P. MONTENEGRO Chief Accountant				7 Amount : P 121,385.00 ALOBS No.: Date :			

