

**PURCHASE ORDER**

<b>1</b> Supplier/Provider: <b>MOSTACO MARKETING</b>		<b>2</b> P. O. Number: <b>2024-09-0153</b>	
Address: Las Piñas City		Date: 9/5/2024	
Tel./Fax No.: 8330-5198/09190826567		P.R. No.: 2024-08-0167	
TIN: 915-524-116-000		Date: 13-Aug-24	
		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		100	piece	SCISSORS, symmetrical/asymmetrical, blade length: 65mm min	34.00	3,400.00
3		180	pack	TOILET TISSUE PAPER, 3 ply, 12 rolls per pack	140.00	25,200.00
4		60	piece	ARCH FILE FOLDER, Horizontal 3" Black	89.00	5,340.00
8		120	piece	TAPE, double sided	18.00	2,160.00
9		60	pack	CUTTER KNIFE, for general purpose	11.00	660.00
12		60	box	FASTENER, Metal	42.00	2,520.00
13		200	pack	BATTERY, dry cell, AAA 2's per pack	42.00	8,400.00
14		200	pack	BATTERY, dry Cell, size AA 2's per pack	28.00	5,600.00
15		90	ream	MAGAZINE FILE BOX, Horizontal, Legal (Blue)	84.00	7,560.00
18		2000	piece	MASK, Surgical grade 3-ply	1.00	2,000.00
25		100	can	DISINFECTANT SPRAY, aerosol type, 400-550 grams	339.00	33,900.00
26		25	box	MAINTENANCE BOX for Epson L6170 Printer	625.00	15,625.00
31		25	piece	DUCT TAPE 25m	66.00	1,650.00
32		40	piece	DATING AND STAMPING MACHINE, Self-Inking	312.00	12,480.00

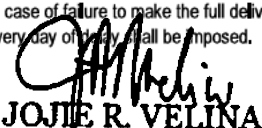
Amount in Words: <b>One Hundred Twenty-Six Thousand Four Hundred Ninety-Five Pesos</b>	Total: <b>126,495.00</b>
	*Subject to Applicable Taxes <b>-</b>
	GROSS <b>126,495.00</b>

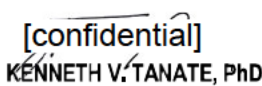
**4** Place of Delivery: PCC Delivery Term:  - Pick-up  7-10 Calendar Days upon receipt of the signed PO

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 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.

Conforme:   
**JOJIE R. VELINA**  
Supplier signature over printed name  
Date: 9/11/24

Very truly yours,  
  
**[confidential]**  
**KENNETH V. TANATE, PhD**  
Executive Director and  
Head of the Procuring Entity  
Date: \_\_\_\_\_

<b>6</b> Funds Available :  <b>[confidential]</b>  <b>REUBEN JONATHAN P. MONTENEGRO</b> Chief Accountant	<b>7</b> Amount : _____ ALOBS No.: _____ Date : _____ _____
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