

PURCHASE ORDER

<p>1 Supplier/Provider: MOSTACO MARKETING</p> <p>Address: Las Piñas City</p> <p>Tel./Fax No. : 8330-5198/09190826567</p> <p>TIN : 915-524-116-000</p>	<p>2 P. O. Number: 2022-03-0060</p> <p>Date: 3/31/2022</p> <p>P.R. No.: 2022-03-0051</p> <p>Date: 3/9/2022</p> <p>Mode of Procurement: Shopping (B)</p>
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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	
					Unit	Total
2		10	pack	MOROCCO BINDING COVER, A4 (Blue) 50pcs/pack	P 147.00	P1,470.00
3		10	box	CLIP, BACKFOLD, 2", 12 pieces per box	P 55.00	P550.00
7		360	pad	NOTEPAD, STICK-ON, 2X3, 100 sheets per pad (BOSS or HBW)	P 13.00	P4,680.00
8		360	pad	NOTEPAD, STICK-ON, 3X3, 100 sheets per pad (BOSS or HBW)	P 16.00	P5,760.00
9		300	pad	NOTEPAD, STICK-ON, 3X4, 100 sheets per pad (BOSS or HBW)	P 25.00	P7,500.00
14		100	pack	TOILET TISSUE PAPER, 3-ply, Eco-Friendly (12rolls/pack) (Femme)	P 102.00	P10,200.00
15		240	piece	MARKER, Permanent, fine bullet type, black (HBW)	P 12.00	P2,880.00
16		240	piece	MARKER, Permanent, fine bullet type, blue (HBW)	P 12.00	P2,880.00
19		100	piece	TAPE, transparent 24mm (Excel 50M)	P 15.00	P1,500.00
20		300	piece	BOX, Storage File Box, Brown (12"H x 16"W) (Box Kraft with Lid)	P 91.00	P27,300.00
Nothing Follows						

Amount in Words: Sixty-Four Thousand Seven Hundred Twenty Pesos Only	Total: P64,720.00 *Subject to Applicable Taxes GROSS P 64,720.00
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4 Place of Delivery: PCC Delivery Term: - Pick-up - Deliver w/in 10 calendar days from receipt of PO

Date of Delivery/Completion: _____ Payment Term: - COD - 15 calendar Days after completion of 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: **JOYER VELINA** Very truly yours, **ATTY. JOSEPH VELIN B. BASAS**
SOLE PROPRIETOR OIC, Executive Director and Head of the Procuring Entity

Supplier signature over printed name: _____ Date: 4/11/2022 Date: _____

6 Funds Available : _____

7 Amount : _____ ALOBS No.: _____
 Date : _____

REUBEN JONATHAN P. MONTENEGRO
Chief Accountant, FPMO-AD

