




## PURCHASE ORDER

|   |  |
|---|--|
| Supplier : <b>KAC GEN. MDSE &amp; CATERING SERVICES</b><br><br>Address : <b>PRK. 3, TABA, CARMEN, DAVAO DEL NORTE</b><br><br>PhilGEPS Registration No. : <b>172984</b><br>Tel./Fax No. : <b>0924864753</b><br>Registration Certificate : <b>DTI</b> | P.O. Number: <b>2022010018</b><br><br><b>20211118709A5DD</b><br>Date : <b>Jan 04, 2022</b><br>Mode of Procurement : <b>Shopping</b><br>P.R. No. : <b>2021111870</b> |
| Req. Office : <b>Office of the Secretary to the Sangunian</b>   |  |

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

|   |                                       |
|---|---------------------------------------|
| Date of Delivery : _____ Payment Term : <b>ON ACCOUNT</b><br>Place of Delivery : <b>ON SITE DELIVERY OSS OFFICE</b> | Delivery Term: <b>2 Calendar Days</b> |
|---|---------------------------------------|

| I.N. | Quantity/Unit | Item  | Unit Cost | Amount    |
|------|---------------|---|-----------|-----------|
| 1    | 100.00 pcs    | Ballpen 0.8-blue (branded)                        | 27.00     | 2,700.00  |
| 2    | 100.00 box    | Envelope, expanding kraft board,min.of 285GMS for | 410.00    | 41,000.00 |
| 3    | 100.00 box    | Fastener vinyt coated (branded)                   | 50.00     | 5,000.00  |
| 4    | 100.00 pcs    | Folder, brown long (branded)                      | 4.00      | 400.00    |
| 5    | 100.00 pcs    | Glue 130G, (branded)                              | 30.00     | 3,000.00  |
| 6    | 80.00 roll    | Masking tape #1 inch big (branded)                | 40.00     | 3,200.00  |
| 7    | 160.00 rm     | Paper book (long) 70GSM, high white (branded)     | 175.00    | 28,000.00 |
| 8    | 160.00 rm     | Paper book (short) 70GSM, high white              | 110.00    | 17,600.00 |

Remarks :  
 1) Delivery of items shall be two (2) days after the receipt of Purchase Order  
 2) All items must be completely filled out and quoted

Green Procurement Terms and Conditions

**MULTICOPY PAPER**

1. The supplier shall supply paper which is at least Elemental Chlorine Free (ECF).
2. Wrapping by rean should be made of at least 50% biodegradable material, no 100% single-use plastic wrapping. For bulk orders, carton box shall be used for packing.

The award is based on Abstract No. **1220211283** dated **January 03, 2022** under Quotation No. **20218607C** opened on **December 23, 2021**

Sub-Total : 100,900.00

|   |                                   |
|---|-----------------------------------|
| <b>FOR OFFICE USE</b>   | <b>GRAND TOTAL : ₱ 100,900.00</b> |
| Grand Total Amount in Words : <b>ONE HUNDRED THOUSAND NINE HUNDRED AND XX / 100</b> |                                   |

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.

**I hereby conform that NOTICE TO DELIVER shall be served to the PLACE OF DELIVERY stated herein three (3) days before the actual delivery of the item/s covered by this Purchase Order.**

Conforme : \_\_\_\_\_  
 (Signature over printed name)  
 \_\_\_\_\_  
 (Date)

Very truly yours,  
**EDWIN I. JUBAHIB**  
 Governor

By the Authority of the Governor  
**GALE GUADALUPE G. MARTILLERO, MSLRG, MHRM**  
 Assistant Provincial Administrator (Administration)

**NOTE:** This is an important paper and will cause great inconvenience if lost. Claim for payment from the Provincial Treasurer supported by this form to be attached to the voucher.

**GLOBERT M. GREGORIO**