




PURCHASE ORDER

Supplier : Prince Educational Supply	P.O. Number: 2025020213
Address : 132 Bolton S.t. Brgy., 35-D Davao City 8000	 O2025020213AF3D50448
TIN: 178-130-560- 00006 PhilGEPS Registration No. : 200808219511619472541 Tel./Mobile/Fax No. : 09074238783 Registration Certificate : DTI	Date : Feb 21, 2025 P.R. No. : 2025010421 Procurement mode: Shopping B (Regular Purchase)
Req. Office : Provincial General Services Office	

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

Date of Delivery : _____	Payment Term : ON ACCOUNT	Delivery Term: 10 Calendar Days Partial delivery NOT ALLOWED
Place of Delivery : PGSO Warehouse		

I.N.	Quantity/Unit	Item	Unit Cost	Amount
1	28.00 PCS	BOOK RECORD - #85, 500 PAGES, HARDBOUND VECO	489.50	13,706.00
2	15.00 PC	DISPENSER - FOR TAPE 1", HEAVY DUTY UK	98.00	1,470.00
3	300.00 PC	ENVELOPE - BROWN (8.5" X 11") - SHORT SIZE GENERIC	1.70	510.00
4	200.00 PC	ENVELOPE - BROWN (8.5" X 13") - LONG SIZE GENERIC	1.98	396.00
5	200.00 PC	ENVELOPE - KRAFT EXPANDABLE (8.5" X 13") - LONG SIZE GENERIC	13.95	2,790.00
6	400.00 PC	ENVELOPE - MAILING (4.125" X 9.5") WHITE - LONG SIZE CLASSIQUE	0.65	260.00
7	200.00 PC	ENVELOPE - PLASTIC (8.3" X 11.7") - A4 SIZE GENERIC	9.95	1,990.00
8	200.00 PC	FOLDER - BROWN (8.3" X 11.7") - A4 SIZE GENERIC	4.50	900.00
9	200.00 PC	FOLDER - BROWN (8.5" X 11") - SHORT SIZE GENERIC	4.25	850.00

For Requisition of Common-Use goods for 1st quarter of FY 2025 of LUMPSUM	

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 : LEO GEMENTIZA (Signature over printed name) 3/13/25 (Date)	Very truly yours, GALE GUADALUPE G. MORILLERO, MSIRG, MHPM Assistant Provincial Administrator (Administration) EDWIN I. JUBAHIB Governor (Date)
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ALEJANDRO R. OMILA JR.



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10	200.00 PC	FOLDER - BROWN (8.5" X 13") - LONG SIZE GENERIC	4.50	900.00
11	150.00 PC	FOLDER - EXPANDABLE, GREEN, 8.5" X 13", LONG GENERIC	13.75	2,062.50
12	20.00 PIECE	JOURNAL NOTEBOOK (LEATHER COVER) GENERIC	295.00	5,900.00
13	75.00 PAD	NOTE PAD - (2X3) ASSORTED COLOR HBW	13.75	1,031.25
14	75.00 PAD	NOTE PAD - (3X5) ASSORTED COLOR HBW	28.50	2,137.50
15	50.00 REAM	PAPER - BOOK (8.5"X11") SHORT SIZE SIZE (SUB.20) COPY PAPER	162.50	8,125.00
16	40.00 REAM	PAPER - BOOK (8.5"X11.7") A4 SIZE (SUB.20) COPY PAPER	172.50	6,900.00
17	200.00 REAM	PAPER - BOOK, 8.5" X 13", LONG SIZE, SUBS. 20, 80GSM S-20 70GSM	189.50	37,900.00
18	30.00 RM	PAPER - NEWSPRINT (8.5" X 13") LONG SIZE GENERIC	148.00	4,440.00
19	480.00 PC	PEN - BALLPOINT, BLACK	4.50	2,160.00

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Conforme : _____

Very truly yours, _____

LEO GEMENTIZA
(Signature over printed name)

GALE GUADALUPE G. MORILLERO, MSiRG, MHPM
Assistant Provincial Administrator (Administration)
EDWIN I. JUBAHIB
Governor

3/13/25
(Date)


(Date)

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I.N.	Quantity/Unit	Item	Unit Cost	Amount
		VANCH		
20	360.00 PC	PEN - SIGN PEN 0.5MM BLUE SNOW WHITE	9.50	3,420.00
21	240.00 PC	PEN - SIGN PEN 0.7MM BLACK MYGEL	19.95	4,788.00
22	480.00 PC	PEN - SIGN PEN, GEL 0.5, BLACK VANCH	9.50	4,560.00
23	20.00 PC	PUNCHER - HEAVY DUTY UK	165.00	3,300.00
24	20.00 PC	STAPLER - #35 WITH REMOVER HEAVY DUTY MGK	90.00	1,800.00

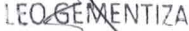
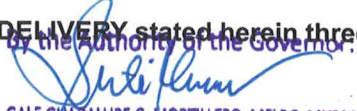
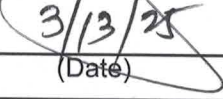
Green Procurement Terms and Conditions

- MULTICOPY PAPER
- 1. The supplier shall supply paper which is at least Elemental Chlorine Free (ECF).
 - 2. Wrapping by ream 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.
- RECORD BOOKS
- 1. The supplier shall supply paper which is at least Elemental Chlorine Free (ECF).
 - 2. There shall be no individual wrapping of items upon delivery. If bulk, carton box shall be used for packing.

For Requisition of Common-Use goods for 1st quarter of FY 2025 of LUMPSUM

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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 :	Very truly yours,	By the Authority of the Governor:
		
(Signature over printed name)		GALE GUADALUPE G. MORILLERO, MSW, RG, MHPM
		Assistant Provincial Administrator (Administration)
(Date)		EDWIN I. JUBAHIB
		Governor
		(Date)

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Place of Delivery : PGSO Warehouse

Partial delivery NOT ALLOWED

I.N.	Quantity/Unit	Item	Unit Cost	Amount
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The award is based on Abstract No. 0220250230 created on February 17, 2025 under
Quotation No. C20250305 opened on February 13, 2025

For Requisition of Common-Use goods for 1st quarter of FY 2025 of LUMPSUM

Grand Total Amount in Words : ONE HUNDRED TWELVE THOUSAND TWO HUNDRED NINETY-SIX AND 25 / 100

GRAND TOTAL :

P 112,296.25

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Conforme :

LEO GEMENTIZA

(Signature over printed name)

3/13/25

(Date)

Very truly yours,

GALE GUADALUPE G. MORILLERO, MSI RG, MHRM
Assistant Provincial Administrator (Administration)
EDWIN I. JUBAHIB
Governor

(Date)

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