



PURCHASE ORDER

Supplier : **GENESIS MARKETING & GENERAL MERCHANDISE**

P.O. Number: **2025030523**

Address : **PRK 10-B, POBLACION, MANIKI, KAPALONG, DAVAO DEL NORTE**



O202503052392BE58C54

TIN: **405-092-349-000**

PhilGEPS Registration No. : **241790**

Tel./Mobile/Fax No. : **09260398785**

Registration Certificate : **DTI**

Date : **Mar 12, 2025**

P.R. No. : **2025010195**

Procurement mode: **Shopping B (Regular Purchase)**

Req. Office : **Vice Governor`s Office**

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

Date of Delivery : _____ Payment Term : **ON ACCOUNT**

Place of Delivery : **PGSO Warehouse**

Delivery Term: **7 Calendar Days**
Partial delivery NOT ALLOWED

I.N.	Quantity/Unit	Item	Unit Cost	Amount
1	200.00 REAM	PAPER - BOOK, 8.5" X 13", LONG SIZE, SUBS. 20, 80GSM PAPERONE	235.00	47,000.00
2	150.00 REAM	PAPER - BOOK (8.5" X 13") LONG SIZE (SUB. 20), 70 GSM PAPERONE	190.00	28,500.00
3	75.00 BOT	ALCOHOL - 70% ISOPROPHYL (500ML) GREENCROSS	95.00	7,125.00
4	80.00 REAM	PAPER - BOOK (8.5"X11.7") A4 SIZE (SUB.20) PAPERONE	175.00	14,000.00
5	200.00 PACK	TISSUE - 3PLY, 4 ROLLS PER PACK SANICARE	110.00	22,000.00
6	75.00 PCS	PEN - RETRACTABLE SARASA	60.00	4,500.00
7	131.00 REAM	PAPER - BOOK, 8.5" X 13", LONG SIZE, SUBS. 20, 80GSM PAPERONE	235.00	30,785.00

Remarks :

Kindly review specifications thoroughly before quoting. The supplier must specify in the RFQ the brand of the item to be delivered
Green Procurement Terms and Conditions

OFFICE SUPPLIES FOR VGO USE

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 :

CELYN JANE B. AGUIRRE

(Signature over printed name)

3-17-25

(Date)

Very truly yours,

By the Authority of the Governor:

GALE GUADALUPE G. MORTILERO, MSIRG, MPH,
Assistant Provincial Administrator (Administration)

EDWIN T. JUBAHIB

Governor

(Date)

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.

ALEJANDRO R. OMILA JR.



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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.

TOILET PAPER

1. The supplier shall supply paper which is at least Elemental Chlorine Free (ECF).
2. The core as well as any paper wrapping and carton box packing must be strong enough for storage and transit.

The award is based on Abstract No. **0220250326** created on **February 24, 2025** under Quotation No. **C20250404** opened on **February 20, 2025**

OFFICE SUPPLIES FOR VGO USE

Grand Total Amount in Words : **ONE HUNDRED FIFTY-THREE THOUSAND NINE HUNDRED TEN AND XX / 100**

GRAND TOTAL : **₱ 153,910.00**

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