

**PURCHASE ORDER**  
PROVINCIAL GOVERNMENT OF CAMARINES NORTE


Supplier : **BOX OFFICE AND GENERAL MERCHANDISE** P.O. No. : **23071929**  
 Address : **Moreno St. Brgy. IV Daet, Camarines Norte** Date : **09-04-23**  
 Telephone No. : \_\_\_\_\_ Mode of Procurement : **SHOPPING**  
 TIN : **315-627-337-000**

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

Place of Delivery: **PHRMO** Delivery Term : **7cb**  
 Date of Delivery : **09-12-23** Payment Term: **FULL**

Item No.	Quantity	Unit Issue	ITEM DESCRIPTION	Amount	
				Unit Cost	Total Cost
<b>Cost of OFFICE SUPPLIES</b>					
1	50	pc	Ballpen (fine tip)	5.75	287.50
2	50	rm	Book Paper S-20 (Long)	280.00	14,000.00
3	50	rm	Book Paper S-20 (Short)	235.00	11,750.00
4	3	pc	Calculator, 12 digit (casio)	600.00	1,800.00
5	48	pc	Correction Tape, heavy duty	28.50	1,368.00
6	100	pc	Envelope, Long (Brown)	4.50	450.00
7	100	pc	Envelope, Short (Brown)	3.50	350.00
8	100	pc	Envelope, Portfolio Long (Expanding with garter) Brown	14.50	1,450.00
9	15	bx	Fastener, plastic	42.00	630.00
10	300	pc	File Folder, Long, Pressboard, Thick, not expanding	7.25	2,175.00
11	500	pc	Folder, Expanded, Legal, Thick	27.00	13,500.00
12	20	bx	Paper clips-plastic coated-jumbo	30.00	600.00
13	20	bx	Paper clips-plastic coated-small	12.50	250.00
14	4	pc	Puncher, Big, Heavy Duty	275.00	1,100.00
15	1	rm	PVC Cover 300 microns (Long)	890.00	890.00
16	1	rm	PVC Cover 300 microns (Short)	775.00	775.00
17	20	pc	Record Book-200 pages	60.00	1,200.00
18	20	book	Record Book-300 pages	75.00	1,500.00
19	20	book	Record Book-500 pages	105.00	2,100.00
20	280	pack	Special paper, Long 10's/pack (White)	30.00	8,400.00
21	3	btl	Stamp Pad Ink (violet)	50.00	150.00
22	36	box	Staple Wire #35, MAX	72.00	2,592.00
23	25	pack	Sticker Paper (A4) White Matte	37.50	937.50
<i>for Office Supplies use</i>					
Total amount in words: <b>Sixty Eight Thousand Two Hundred Fifty Five Pesos Only</b>					<b>68,255.00</b>

In case of failure to deliver within the time specified above, penalty of one-tenth (1/10) of one (1) percent of every day of delay shall be imposed.

Conforme:   
**JASPER C. TIU**  
 Signature over printed name of Supplier  
 Date: **09-05-23**

Very truly yours,  
  
**RICARTE B. PADILLA**  
 Provincial Governor