

**PURCHASE ORDER**  
PROVINCIAL GOVERNMENT OF CAMARINES NORTE

Supplier : **BINDLY OFFICE SUPPLIES AND EQUIPMENT TRADING** P.O. No. : **23082208**  
 Address : **Ofelia Street, Brgy. II Daet, Camarines Norte** Date : **11-22-23**  
 Telephone No. : \_\_\_\_\_ Mode of Procurement : **SHOPPING**  
 TIN : **939 392 614 000**

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

Place of Delivery: **GO** Delivery Term : 7d  
 Date of Delivery : **11-30-23** Payment Term: **FULL**

Item No.	Quantity	Unit Issue	ITEM DESCRIPTION	Amount	
				Unit Cost	Total Cost
1	5	box	Bond Paper - Legal Size (5 reams), HARD COPY	1,224.50	6,122.50
2	5	box	Bond Paper - A4 Size (5 reams), HARD COPY	1,224.50	6,122.50
3	5	box	Bond Paper - Letter Size (5 reams), HARD COPY	1,124.50	5,622.50
4	5	box	Ballpen Black 0.7	67.90	339.50
5	5	box	Ballpen Red 0.7	67.90	339.50
6	5	box	Ballpen Blue 0.7	67.90	339.50
7	5	box	Ballpen Black 0.5	67.90	339.50
8	5	box	Sign pen Black, MY GEL	323.90	1,619.50
9	5	box	Sign pen Red, MY GEL	299.85	1,499.25
10	5	box	Sign pen Blue, MY GEL	299.85	1,499.25
11	7	btl	Ink 003 - BK	219.90	1,539.30
12	7	btl	Ink 003 - Y	219.90	1,539.30
13	7	btl	Ink 003 - M	219.90	1,539.30
14	7	btl	Ink 003 - C	219.90	1,539.30
15	5	box	Pencils No. 2	59.90	299.50
16	5	box	Permanent Marker - Black, PILOT	467.85	2,339.25
17	5	box	Permanent Marker - Red, PILOT	467.85	2,339.25
18	2	box	Permanent Marker - Blue, PILOT	467.85	935.70
19	5	box	Whiteboard Marker - Black, PILOT	719.90	3,599.50
20	5	box	Whiteboard Marker - Blue, PILOT	240.00	1,200.00
21	3	box	Whiteboard Marker - Red, PILOT	348.00	1,044.00
22	5	pc	Stamp Pad (Blue)	46.90	234.50
23	5	btl	Stamp Pad Ink (Blue)	18.00	90.00
24	8	box	Plastic Paper Fastener	35.00	280.00
25	8	box	Paper Clip - Small	9.00	72.00
26	8	box	Paper Clip - Large	25.00	200.00
27	15	pc	Correction Tape	29.95	449.25
28	10	set	Sticky Notes - Small	17.90	179.00
29	10	set	Sticky Notes - Medium	161.90	1,619.00
30	10	set	Paper Notes	89.90	899.00


*for Barangay Affairs Office and Governor's Office use*

Total amount in words: **Forty Five Thousand Seven Hundred Eighty Pesos & 65/100 Only** **45,760.65**

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.

Very truly yours,

Conforme:

  
**ALMA M. OCOL**  
 Signature over printed name of Supplier  
11-23-23  
 Date

**RICARTE R. PADILLA**  
 Governor 

**PURCHASE ORDER**  
PROVINCIAL GOVERNMENT OF CAMARINES NORTE

Supplier : **BINDLY OFFICE SUPPLIES AND EQUIPMENT TRADING** P.O. No. : **23082208**  
 Address : Lot. 11 Blk. No. 5, Central plaza Complex Date : 11-22-23  
Lag-On Daet, Camarines Norte  
 Telephone No. : 054 721 2363 Mode of Procurement : **SHOPPING**  
 TIN : 774-552-433-000

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

Place of Delivery: **GO** Delivery Term : 700  
 Date of Delivery : 11-30-23 Payment Term: FULL

Item No.	Quantity	Unit Issue	ITEM DESCRIPTION	Amount	
				Unit Cost	Total Cost
			<i>balance forwarded.....</i>		<b>45,780.65</b>
31	2	pc	File Holder	208.00	416.00
32	4	pc	Scissors - Large	34.90	139.60
33	4	pc	Paper Hole Puncher	164.85	659.40
34	2	pc	Paper Cutter	1,674.75	3,349.50
35	5	roll	Scotch Tape	21.90	109.50
36	5	roll	Masking Tape	36.90	184.50
37	5	roll	Packaging Tape	27.95	139.75
38	5	pack	Photo Paper	64.95	324.75
39	10	pc	Stapler No. 35	125.00	1,250.00
40	10	box	Staple Wire	35.00	350.00
41	4	box	Highlighter - Blue	35.90	143.60
42	4	box	Highlighter - Green	35.90	143.60
43	8	btl	Glue	49.00	392.00
44	1	pc	Cork Board 24x34	894.50	894.50
45	3	pc	Office Swivel Chair	4,423.00	13,269.00
46	1	pc	Ethernet Cable	503.75	503.75
47	1	pc	64gb Flash Drive	537.75	537.75
48	3	pc	Window Cleaner	203.90	611.70
49	5	pc	Mr. Muscle	240.75	1,203.75
50	5	pc	Zonrox	41.90	209.50
51	5	pc	Albatross	47.90	239.50
52	5	roll	Double Sided Tape	20.00	100.00
53	10	pc	Dishwashing Liquid	70.90	709.00
54	5	pack	Coffee	223.90	1,119.50
55	5	pack	Brown Sugar	151.95	759.75

*for Barangay Affairs Office and Governor's Office use*

Total amount in words: **Seventy Three Thousand Five Hundred Forty Pesos & 55/100 Only** **73,540.55**

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.

Very truly yours,

Conforme:

ALMA M. OCOL

Signature over printed name of Supplier

11-23-23

Date

**RICARTE R. PADILLA**

Governor