

Republic of the Philippines
KALINGA STATE UNIVERSITY
 Tabuk City, Kalinga
PURCHASE ORDER

Supplier : **JM IBAÑEZ ENTERPRISE** P.O. No. : **2020-12-0512**
 Address : **TABUK CITY, KALINGA** Date : **DECEMBER 7, 2020**
 TIN : **417-038-915-0000** Mode of Procurement : **SHOPPING**
 Requisitioning Unit/Department: **TERTIARY EDUCATION SUBSIDY**

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

Place of Delivery : **KSU-Supply Office, Bulanao Campus** Delivery Term : **FOB DESTINATION**
 Date of Delivery : **15 calendar days after the receipt of PO by the supplier** Payment Term :

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
24	box	Pencil, Lead with Eraser, 12 pieces per box	10	120.00	1,200.00
25	unit	Puncher, Paper, Heavy Duty with 2 holes and guide	6	150.00	900.00
26	book	Record Book, 300 pages, size: 214mm x 278mm min	30	250.00	7,500.00
27	pair	Scissor, symmetrical, blade length: 65mm	10	25.00	250.00
28	box	Sign Pen, Black, 0.4mm needle tip, G-tech C4, 12pcs/box	5	800.00	4,000.00
29	box	Sign Pen, Black, Liquid gel, 0.5mm needle tip, 12pcs/box	10	300.00	3,000.00
30	box	Sign Pen, Blue, Liquid gel, 0.5mm needle tip, 12pcs/box	12	300.00	3,600.00
31	box	Sign Pen, Green, Liquid gel, 0.5mm needle tip, 12pcs/box	2	300.00	600.00
32	box	Staple Wire, Standard, #35	20	300.00	6,000.00
33	unit	Stapler with Staple Remover	10	150.00	1,500.00
34	pack	Stick on arrow (sign here tab), 5sets/pad	150	60.00	9,000.00
35	pack	Toilet Tissue Paper, 12rolls/pack, 2 ply	12	125.00	1,500.00
36	unit	UPS / APC, 650va	8	4,000.00	32,000.00
		X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X			
PAGE 2 OF 2					
SUBTOTAL					71,050.00
GRAND TOTAL					283,285.00

(Total Amount in Words) **TWO HUNDRED EIGHTY-THREE THOUSAND TWO HUNDRED EIGHTY-FIVE PESOS ONLY**

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 on the undelivered item/s.

Conforme:
 Signature over Printed Name of Supplier: **ETHELYN CABILDO**
 Date: **12/17/20**
 Very truly yours,
EDUARDO T. BAGTANG, CPA, DBM
 President

Requisitioning Office/Dep't	Fund Cluster : Funds Available :	ORS/BURS No. : Date of the ORS/BURS:
LORNA C. VALDEZ Administrative Officer V	ARNOLD A. TANDING, CPA, MBA Accountant III	Amount : _____

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Payment Term :

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	bottle	Alcohol, ethyl, 68%-70%, 500ml/bottle	100	125.00	12,500.00
2	box	Ball Point Pen, High Quality Writing, BP-S FINE, 12pcs/box, Black	10	300.00	3,000.00
3	tube	Cutter Blade, L500, 10 pcs/tube	5	650.00	3,250.00
4	piece	Cutter, L500, Retractable	20	650.00	13,000.00
5	box	Envelope, Documentary, legal, 500pcs/box	3	1,500.00	4,500.00
6	box	Fastener, Non-Rust Metal, 50 sets per box	30	80.00	2,400.00
7	piece	Flash Drive, 16GB capacity	5	420.00	2,100.00
8	piece	Flash Drive, 32GB capacity	5	440.00	2,200.00
9	piece	Folder, Expanded, A4, Green	100	18.00	1,800.00
10	jar	GLUE, all purpose, 200 grams min	20	39.00	780.00
11	bottle	Ink, compatible for Epson Printer, 003, Black	20	295.00	5,900.00
12	set	MARKER, Fluorescent, 3 colors per set	15	99.00	1,485.00
13	box	Marker, Permanent, broad type, black, 12pcs/box	5	450.00	2,250.00
14	unit	Mobile Pedestal, 2 Drawers, Movable Cabinet	7	5,850.00	40,950.00
15	piece	Mouse, Optical, USB Connection Type	5	182.00	910.00
16	pad	Note Pad, Stick-on, 2" x 3", 100 sheets/pad	120	50.00	6,000.00
17	pad	Note Pad, Stick-on, 3" x 3", 100 sheets/pad	120	50.00	6,000.00
18	pad	Note Pad, Stick-on, 4" x 3", 100 sheets/pad	120	50.00	6,000.00
19	ream	PAPER, MULTICOPY, 80gsm, A4	200	200.00	40,000.00
20	ream	PAPER, MULTICOPY, 80gsm, Legal	200	210.00	42,000.00
21	ream	PAPER, MULTICOPY, 80gsm, Short	60	200.00	12,000.00
22	ream	Paper, Multicopy, 80gsm, 8.5" x 24", 500pcs/ream	3	420.00	1,260.00
23	piece	Pencil sharpener, Table Mountable type with metal clamp	3	650.00	1,950.00
PAGE 1 OF 2			SUBTOTAL		212,235.00

(Total Amount in Words)

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Signature over Printed Name of Supplier

Date: 12/17/20

Very truly yours,

EDUARDO T. BAGTANG, CPA, DBM

President

Requisitioning Office/Dep't	Fund Cluster : <u> </u> Funds Available : <u> </u>	ORS/BURS No. : <u> </u> Date of the ORS/BURS: <u> </u>
<u> </u> LORNA C. VALDEZ Administrative Officer V	<u> </u> ARNOLD A. TANDING, CPA, MBA Accountant III	Amount : <u> </u>