



## CONTRACT / PURCHASE ORDER

**HALDEN GENERAL MERCHANDISE**  
 #190, Block 36 Welfarville Compd.,  
 Brgy. Addition Hills, Mandaluyong City  
 Tel. No (02) 723-0430  
 TIN: 211-082-113-000

Reference No.:  
 Date:  
 RFQ No.  
 Mode of  
 Procurement:

**2022-FAG(009)-NPSVP0052-PO0048**  
 November 28, 2022  
 2022-FAG(009)-NPSVP-0052  
 Negotiated Procurement - Small Value  
 Procurement

Please deliver the hereunder listed article(s)/supplies/materials in accordance with the description and technical specifications stated in the above-referred Quotation subject to its Terms and Conditions.

ITEM	QTY.	UOM	ARTICLES / DESCRIPTION	UNIT PRICE	TOTAL PRICE
<b>SUPPLY AND DELIVERY OF VARIOUS OFFICE SUPPLIES</b>					
1	24	can	INSECTICIDE, aerosol type	₱ 350.00	₱ 8,400.00
2	20	bottle	LIQUID HAND SANITIZER, 500mL	₱ 150.00	₱ 3,000.00
3	50	bottle	ALCOHOL, Ethyl, 68%-72%, 500 ml	₱ 80.00	₱ 4,000.00
4	24	piece	LINEAR TUBE, Light Emitting Diode (LED), 18 watts	₱ 185.00	₱ 4,440.00
5	30	can	AIR FRESHENER, aerosol type	₱ 270.00	₱ 8,100.00
6	18	bottle	LIQUID HAND SOAP, 500mL	₱ 150.00	₱ 2,700.00
7	40	can	FURNITURE CLEANER, aerosol type	₱ 360.00	₱ 14,400.00
9	100	piece	BALLPEN, BLACK	₱ 4.25	₱ 425.00
10	100	piece	BALLPEN, BLUE	₱ 4.25	₱ 425.00
11	100	piece	BALLPEN, RED	₱ 4.25	₱ 425.00
12	15	pack	BATTERY, dry cell, AAA, 2 pieces per blister pack	₱ 55.00	₱ 825.00
13	15	pack	BATTERY, dry cell, AA, 2 pieces per blister pack	₱ 50.00	₱ 750.00
18	12	piece	DATA FILE BOX, made of chipboard, with closed ends	₱ 98.00	₱ 1,176.00
19	21	piece	ERASER, plastic/rubber	₱ 10.00	₱ 210.00
23	1	bundle	FOLDER, FANCY, for legal size documents	₱ 250.00	₱ 250.00
24	2	box	FOLDER, PRESSBOARD, size: 240mm x 370mm (-5mm) /100perbox	₱ 1,900.00	₱ 3,800.00
26	3	pack	FOLDER, TAGBOARD, for legal size documents (with tab)	₱ 600.00	₱ 1,800.00
27	16	piece	Glue Stick	₱ 20.00	₱ 320.00
29	16	piece	MARKER, PERMANENT, bullet type, blue	₱ 15.00	₱ 240.00
30	16	piece	MARKER, PERMANENT, bullet type, red	₱ 15.00	₱ 240.00
31	19	piece	MARKER, whiteboard, black	₱ 25.00	₱ 475.00
32	21	piece	MARKER, whiteboard, blue	₱ 25.00	₱ 525.00
33	18	piece	MARKER, whiteboard, red	₱ 25.00	₱ 450.00
34	4	piece	Metal desk tray ( triple)	₱ 450.00	₱ 1,800.00
35	2	piece	Mounting Tape	₱ 100.00	₱ 200.00
39	29	box	PAPER CLIP, vinyl/plastic coat, length: 50mm min	₱ 19.00	₱ 551.00
40	3	box	PENCIL, lead, w/ eraser, wood cased, hardness: HB	₱ 60.00	₱ 180.00
42	6	piece	Puncher, paper, heavy duty	₱ 250.00	₱ 1,500.00
43	2	box	Push Pin	₱ 28.00	₱ 56.00
44	2	pack	PVC Binding Cover (Transparent), Size A4, 200microns	₱ 450.00	₱ 900.00
46	7	piece	Sharpee, Black	₱ 45.00	₱ 315.00
47	4	piece	STAMP PAD, FELT, bed dimension: 60mm x 100mm min	₱ 40.00	₱ 160.00
49	3	piece	TAPE DISPENSER, TABLE TOP, for 24mm width tape	₱ 80.00	₱ 240.00
50	5	roll	TAPE, ELECTRICAL, 18mm x 16M min	₱ 42.00	₱ 210.00
51	10	roll	TAPE, masking, 24mm	₱ 30.00	₱ 300.00
52	10	roll	TAPE, MASKING, width: 48mm (±1mm)	₱ 58.00	₱ 580.00
53	20	roll	TAPE, PACKAGING, width: 48mm (±1mm)	₱ 38.00	₱ 760.00
54	30	roll	TAPE, TRANSPARENT, width: 24mm (±1mm)	₱ 18.00	₱ 540.00
55	30	roll	TAPE, TRANSPARENT, width: 48mm (±1mm)	₱ 38.00	₱ 1,140.00
56	8	pack	Transparent Plastic Binder Cover (Acetate Cover), Size A4	₱ 450.00	₱ 3,600.00

**Terms of Payment:**  
 1. 100% of contract/purchase order price upon complete inspection and acceptance of the items  
 2. The start of billing shall be based on the date of issuance of "Certificate of Acceptance".

**Price Validity:** Thirty (30) calendar days **Total Amount** **Php** **70,408.00**

**Delivery Schedule:** Within 30 Calendar days upon receipt of Notice to Proceed. **Delivery Place:** 6F Exchange Corner Building, V.A. Rufino St. cor. Esteban St., Legaspi Village, Makati City

Subject to the Provisions under RA 9184 and its Revised IRR  
 In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one (1) percent for every day of delay shall be imposed.

Subject to Expanded Withholding Tax, Final Withholding Tax and Other Percentage Taxes Reference:  
 RA 9337 Tax Revenue Nos. 16-05, 14-02, 12-01, and 2-98.

<p><b>Certified Correct:</b>    <b>PHOEBE ANN WAGAN</b>                  Administrative Services Officer V                  Date: <u>11.29.2022</u></p>	<p><b>Funds Available:</b> <b>Php 70,408.00</b>                  Digitally signed                  by Cabasis Maria                  Siena Masayo  <b>MARIA SIENA M. CABASIS</b>                  Acting Chief Accountant                  Date: _____</p>
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**Approved by:**  
  
**ATTY. BEN JOSHUA A. BALTAZAR**  
 President and CEO  
 Date: 2 Dec 2022

Merchant's copy received by:  
  
**Maria Soledad**  
 Signature over name in print  
 Date: 12/2/22