



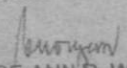
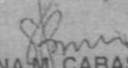
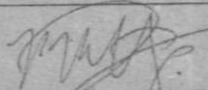
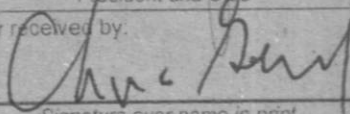
CONTRACT / PURCHASE ORDER

ORIENTAL SCHOOL AND OFFICE SUPPLY
#5 Delta St. FMIC Don Pablo Subd. Brgy. Rincon Malinta
Valenzuela City, Metro Manila, NCR, Philippines
Tel. No. (632) 8861-8399 / 09173183705
TIN:

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

2021-FAG(010)-NPSVP009a-PO19
May 24, 2021
2021-FAG(010)-NPSVP-009a
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
SUPPLY AND DELIVERY OF VARIOUS OFFICE SUPPLIES					
BATTERIES AND CELLS AND ACCESSORIES					
	5	pack	BATTERY, Heavy Duty 9V	P 96.00	P 480.00
COMMON OFFICE SUPPLIES					
	10	piece	3-RING BINDERS "D" form	P 175.00	P 1,750.00
	52	piece	BALLPEN, BLUE	P 3.80	P 197.60
	40	piece	BALLPEN, RED	P 3.80	P 152.00
	1	unit	CALCULATOR, compact, 12 digits	P 318.00	P 318.00
	4	piece	CUTTER BLADE, for heavy duty cutter	P 12.00	P 48.00
	18	piece	Double sided tape	P 20.00	P 360.00
	2	piece	Duct Tape	P 66.00	P 132.00
	1	box	ENVELOPE, mailing, white, 70 gsm, with window	P 380.00	P 380.00
	10	piece	ERASER, FELT, for blackboard/whiteboard	P 9.00	P 90.00
	18	piece	ERASER, PLASTIC/RUBBER, for pencil draft/writing	P 3.00	P 54.00
	4	pad	NOTE PAD, stick on, 50mm x 76mm (2" x 3") min	P 12.00	P 48.00
	37	pad	NOTE PAD, stick on, 76mm x 100mm (3" x 4") min	P 18.00	P 666.00
	59	pad	NOTE PAD, stick on, 76mm x 76mm (3" x 3") min	P 15.00	P 885.00
	24	book	RECORD BOOK, 300 PAGES, size: 214mm x 278mm min	P 57.00	P 1,368.00
	21	book	RECORD BOOK, 500 PAGES, size: 214mm x 278mm min	P 83.00	P 1,743.00
	18	pair	SCISSORS, symmetrical, blade length: 65mm min	P 40.00	P 720.00
	90	piece	SIGN PEN, BLACK, liquid/gel ink, 0.5mm needle tip	P 18.00	P 1,620.00
	89	piece	SIGN PEN, BLUE, liquid/gel ink, 0.5mm needle tip	P 18.00	P 1,602.00
	69	piece	SIGN PEN, RED, liquid/gel ink, 0.5mm needle tip	P 18.00	P 1,242.00
	20	roll	TAPE, MASKING, width: 24mm (±1mm)	P 12.00	P 240.00
Terms of Payment: within 30 days upon final inspection and acceptance					
Price Validity: Thirty (30) calendar days			Total Amount	Php	14,095.60
Delivery Schedule: 15 Calendar days upon receipt of Purchase Order (PO)			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.					
Certified Correct:			Funds Available: Php 14,095.60		
 PHOEBE ANN R. WAGAN Administrative Services Officer V Date: <u>6/3/21</u>			 MA. SIENNA M. CABASIS Chief Accountant Date: <u>6/15/21</u>		
Approved by:			JUN 15 2021		
 ATTY. BEN JOSHUA A. BALTAZAR President and CEO Date: _____					
Merchant's copy received by:					
 Signature over name in print Date: _____					