

# PURCHASE ORDER

MUNICIPALITY OF CABATUAN, ILOILO

Supplier: **VENSON'S MARKETING**

P.O. No.

**2023-03-024**

Address: **44 Jalandoni St., Brgy. Hipodromo, Iloilo City**

Date:

**March 22, 2023**

**Tel. No. 337-8755/337-0780**

Mode of Procurement:

**Public Bidding**

Gentlemen:

**March 6, 2023**

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

Place of Delivery: **Municipal Building, Cabatuan, Iloilo**

Date of Delivery: **15 calendar days upon receipt of approved Notice to proceed**

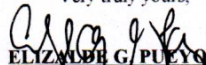
**PR No. 2023-02-0118: Procurement of Consumable Office Supplies for official use of LGU-Cabatuan, Iloilo**

Item No	Qty.	Unit	Description	Unit Cost	Total Cost
1	30	pcs	Adding Machine Ribbon (full mark adrite)	29.00	870.00
2	40	rolls	Adding Machine Tape-Napco	17.00	680.00
3	1,100	pcs	Ballpen, black, digno	4.20	4,620.00
4	60	pcs	Ballpen, blue, Digno	4.20	252.00
5	25	pcs	Ballpen, Red, Digno	4.20	105.00
6	15	packs	Battery, AA (4's/pack), Eveready	88.00	1,320.00
7	20	packs	Battery, AAA (4's/pack), Eveready	104.00	2,080.00
8	40	boxes	Binder Clip black (sml, 25mm, 12's/box) (TM/MGK)	22.00	880.00
9	35	boxes	Binder Clip black (2", 12's/box) (TM/MGK)	75.00	2,625.00
10	35	boxes	Binder Clip black (40mm", 12's/box) (TM/JOY/MGK)	50.00	1,750.00
11	500	pcs	Brown Envelope, long (Advance)	2.50	1,250.00
12	150	pcs	Brown Envelope, short 9Advance)	1.70	255.00
13	37	pcs	Calculator, (12 digits dual), Casio	475.00	17,575.00
14	50	boxes	Cartolina, assorted	157.50	7,875.00
15	50	pcs	Certificate Holder (8.5 x 11") TM	35.00	1,750.00
16	40	pcs	Certificate Holder (8.5 x 13") TM	40.00	1,600.00
17	15	boxes	Computer Paper 2 ply, long (continuous 9 1/2" x 13", carbonless), Instant	1,500.00	22,500.00
18	18	boxes	Computer Paper 2 ply, long (continuous 9 1/2" x 11", carbonless), Instant	1,180.00	21,240.00
19	15	boxes	Computer Paper 3 ply, long (continuous 9 1/2" x 11", carbonless), Instant	995.00	14,925.00
20	2	pcs	Cork Board with Frame (3' x 4'), Gator	1,425.00	2,850.00
21	1	pc	White Board, 2' x 3', Gator	695.00	695.00
22	55	pcs	Correction Fluid, Joy	18.00	990.00
23	30	pcs	Correction Pen (big), Joy	25.00	750.00
24	120	pcs	Correction Tape (5mm x 8m), TM/JOY	20.00	2,400.00
			<b>Sub-Total</b>	<b>P</b>	<b>111,837.00</b>

[Amount in words]

In case of failure to make full delivery with in the time specified above a penalty of one-tenth (1/10) of one percent for every day of delay should be imposed.

Very truly yours,

  
**ELIZABETH G. PUYCO, M.D.**  
Municipal Mayor  
Authorized Official

Conforme:

  
**VENSON'S MARKETING**  
Signature over printed name

**March 24, 2023**

Date

# PURCHASE ORDER

MUNICIPALITY OF CABATUAN, ILOILO

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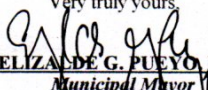
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Item No	Qty.	Unit	Description	Unit Cost	Total Cost
25	70	pcs	Cutter w/ Blade(big, good quality), UK/TM	30.00	2,100.00
26	5	packs	Cutter Blade, 10's/pack, MGK	18.00	90.00
27	40	rolls	Double sided Tape, 1/2", Gator	18.00	720.00
28	5	rolls	Double sided Tape, 1", Gator	20.00	100.00
29	90	pcs	Eraser ( white, combi) , MAPED	12.00	1,080.00
30	95	pcs	Expandable Envelope (long, yellow or orange), Advance/Cosmic	16.00	1,520.00
31	75	pcs	Filing Box/case (4" x 16" x 9.5"),	84.00	6,300.00
32	45	pcs	Filing Box/case (6.5" x 16" x 9.5")	104.00	4,680.00
33	200	pcs	Folder (assorted color, long), Unique	7.00	1,400.00
34	1,800	pcs	Folder (white, long), Emerson	5.00	9,000.00
35	600	pcs	Folder (white, short), Emerson	4.20	2,520.00
36	175	pcs	Folder (green, long), Unique	7.00	1,225.00
37	150	pcs	Expandable Folder (color-maroon, long), Unique	23.00	3,450.00
38	38	bottles	Glue (washable, 130ml), Elmers	47.00	1,786.00
39	10	bottles	Glue (washable, 40ml), Elmers	25.00	250.00
40	28	pcs	Clear Glue w/ Sponge tip- 50cc, TM	10.00	280.00
41	70	pcs	Highlighter (assorted color) Faber/Stabilo	30.00	2,100.00
42	500	pcs	Index Card (5" x 8") G.Q	0.39	195.00
43	40	pcs	Log Book/Record Book (200 pages), Advantage	53.00	2,120.00
44	75	pcs	Log Book/Record Book (500 pages), Advantage	90.00	6,750.00
45	1,500	pcs	Mailing Envelope (white, short), Advance	0.40	600.00
46	1,000	pcs	Mailing Envelope (white, long), Advance	0.66	660.00
47	85	rolls	Masking Tape (1"), Gator	20.00	1,700.00
48	50	rolls	Packing Tape (2"), Gator	30.00	1,500.00
			<b>Sub-Total</b>	<b>P</b>	<b>52,126.00</b>

[Amount in words]

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Very truly yours,

  
**ELIZA G. PUEYO, M.D.**  
Municipal Mayor  
Authorized Official

Conforme:

  
**VENSON'S MARKETING**  
Signature over printed name

March 24, 2023

Date

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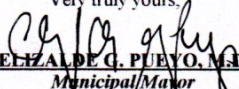
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Item No	Qty.	Unit	Description	Unit Cost	Total Cost
49	90	rolls	Scotch Tape (1") transparent, Decora	14.00	1,260.00
50	250	reams	Mimeo Paper white wove, long, Pilot/Advance	185.00	46,250.00
51	180	reams	Mimeo Paper white wove, short, Pilot/Advance	165.00	29,700.00
52	600	reams	Multi Purpose Copier Paper, 70 gsm (8.5 x 11, subs. 20), A one/Cactus	208.00	124,800.00
53	550	reams	Multi Purpose Copier Paper, 70 gsm (8.5 x 13, subs. 20) A One/Cactus	240.00	132,000.00
54	55	reams	Multi Purpose Copier Paper, 70 gsm (8.5 x 14, subs. 20) A One/Cactus	268.00	14,740.00
55	275	reams	Multi Purpose Copier Paper, 70 gsm (A4 subs. 20), A one/Cactus	215.00	59,125.00
56	5	reams	Multi Purpose Copier Paper, 70 gsm (A3 subs. 20) Cactus	470.00	2,350.00
57	35	reams	Newsprint, long, Paragon	120.00	4,200.00
58	40	boxes	Paper Clip coated, big, TM/MGK	20.00	800.00
59	60	boxes	Paper Clip coated, small, TM/MGK	9.00	540.00
60	3	boxes	Paper Fastener, Metal (big), Pan-O/TM	120.00	360.00
61	90	boxes	Paper Fastener, Plastic (TM/Prince)	35.00	3,150.00
62	25	dozens	Pencil No. 2, 12's/box Mongol	85.00	2,125.00
63	5	pcs	Pencil Sharpener, table top, TM	275.00	1,375.00
64	11	dozens	Pentel Pen (5 -broad and 6-fine, black), Pilot	396.00	4,356.00
65	2	dozens	Pentel Pen (1-broad and 1-fine, blue), Pilot	396.00	792.00
66	1	dozen	Pentel Pen (fine, red), Pilot	396.00	396.00
67	5	packs	Photo Paper, A4 (gloosy) 20shots/pack(Jojo/TM)	65.00	325.00
68	5	packs	Photo Paper, A4 (matte) 20shots/pack(Jojo/TM)	65.00	325.00
69	300	pcs	Plastic Envelope (23cm x 17 cm)	10.00	3,000.00
70	10	pads	Post It paper (5.08cm x 5.08cm) Joy	16.00	160.00
			<b>Sub-Total</b>	<b>P</b>	<b>432,129.00</b>

[Amount in words]

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Very truly yours,  
  
**ELIZARDO G. PUEBLO, M.S.D.**  
Municipal Mayor  
Authorized Official

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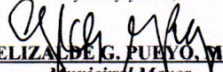
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Item No	Qty.	Unit	Description	Unit Cost	Total Cost
71	10	pads	Post It paper (3.8cm x 5.1cm) Joy	16.00	160.00
72	10	units	Puncher (heavy duty), 2 holes, Wells	175.00	1,750.00
73	20	boxes	Rubber Band (small, stripe), Everlasting	20.00	400.00
74	15	pcs	Ruler, 12" transparent, MGK	5.00	75.00
75	20	pcs	Scissors (6") stainless, Joy/Master	30.00	600.00
76	7	pcs	Scotch Tape Dispenser, UK/MGK	115.00	805.00
77	18	packs	Specialty Paper, long, biege, 10's/pack, Veco	36.00	648.00
78	3	pcs	Stamping Pad (purple, 4 x 2.7 inches) Joy/MGK	47.00	141.00
79	15	bottles	Stamping Pad Ink (violet) 30ml. Joy	20.00	300.00
80	40	boxes	Staple Wire No. 10 Joy	58.00	2,320.00
81	90	boxes	Staple Wire No. 35 (TM/Prince)	32.00	2,880.00
82	10	pcs	Stapler No. 10 Joy	45.00	450.00
83	40	pcs	Stapler No. 35 w/ remover Joy	140.00	5,600.00
84	15	packs	Sticker Paper, A4, 10's/pack TM/MGK	33.00	495.00
85	1	pc.	Triangular Scale, metric Linex/Diamant	295.00	295.00
86	2	dozens	White Board Pen (black) Pilot	630.00	1,260.00
87	6	pcs	White Board Pen (red) Pilot	52.50	315.00
88	150	boxes	Surgical Face Mask (50's, disposable)	60.00	9,000.00
89	50	cans	Room Air Freshener, gel (180 grams) Glade/Ambi pur	385.00	19,250.00
90	85	bottles	Air Freshener (500ml), Glade	235.00	19,975.00
91	225	bottles	Alcohol, 500ml, 70% Isoprophyl (SM Bonus)	103.00	23,175.00
92	40	pcs	Soft Broom, paypay (bagoio)	140.00	5,600.00
93	30	cans	Car Air freshener (180 grams) Glade	385.00	11,550.00
94	100	pcs	Deodorizer, big (orchid)	65.00	6,500.00
95	25	pcs	Dipper (plastic), med.	22.00	550.00
				<b>Sub-Total</b>	<b>P 114,094.00</b>

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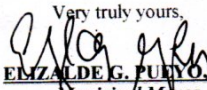
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Item No	Qty.	Unit	Description	Unit Cost	Total Cost
96	50	bottles	Dishwashing Liquid, 500ml Antibacterial Smart	44.50	2,225.00
97	25	cups	Dishwashing Paste, 400 grams, Antibacterial (smart)	50.00	1,250.00
98	70	bottles	Disinfectant Spray (510 grams, 681ml), Lysol	595.00	41,650.00
99	25	pcs	Dust Pan (big), plastic	49.00	1,225.00
100	50	pcs	Doormat (cloth)	36.00	1,800.00
101	15	dozen	Fabric Conditioner, 24ml (downy)	85.00	1,275.00
102	10	pcs	Floor Brush w/ handle, nylon bristles	125.00	1,250.00
103	25	pcs	Floor Mop w/ handle (Plastic/Wood), w/ mop cloth	175.00	4,375.00
104	30	rolls	Garbage Bag, black, xlarge (10's/roll) seal	55.00	1,650.00
105	40	rolls	Garbage Bag, black, large (10's/roll) seal	40.00	1,600.00
106	30	rolls	Garbage Bag, black, med (10's/roll) seal	30.00	900.00
107	15	rolls	Garbage Bag, black, small (10's/roll) seal	20.00	300.00
108	8	pcs	Garbage Bin (Plastic), sml	90.00	720.00
109	8	pcs	Garbage Bin (Plastic), med	150.00	1,200.00
110	40	bottles	Glass Cleaner, spray (500ml) Zim	145.00	5,800.00
111	30	bottles	Insect Spray (water base) 510ml, Baygon	383.50	11,505.00
112	40	bottles	Liquid bleach (1000ml) Zonrox	45.00	1,800.00
113	50	bottles	Liquid bleach (500ml) Zonrox	26.00	1,300.00
114	50	bottles	Muriatic Acid, 500ml Achiever	60.00	3,000.00
115	10	pcs	Pail, 10 liters	50.00	500.00
116	20	pcs	Pail, 6 liters	50.00	1,000.00
117	10	dozens	Powder Detergent (35 grams) Surf	85.00	850.00
118	10	pcs	Rubber Mat (black) Welcome	250.00	2,500.00
119	20	pcs	Sack	12.00	240.00
120	15	pcs	Scrub Pad	20.00	300.00
			<b>Sub-Total</b>	<b>P</b>	<b>90,215.00</b>

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**EMZALDE G. PUYOY, M.D.**  
Municipal Mayor  
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