



ORIGINAL

PURCHASE ORDER

SUPPLIER: **RIELOU GENERAL MERCHANDISE**
 ADDRESS: BLK 1 & 2 SOCORRO AVENUE, BUENSUCESO
 HOMES III PARANAQUE CITY

P.O. No.: 2021-12-277
 DATE: Dec. 27, 2021
 MODE OF PROCUREMENT: SHOPPING 52.1 A

TIN:
 Gentlemen:

Please furnish this Office the following article(s) subject to the terms and conditions contained herein.

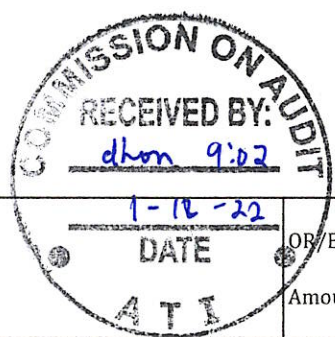
| Place of Delivery: | | ATI, Diliman, Quezon City | | Delivery Terms: 15 WORKING DAYS | |
|--------------------|------|--|-----|---------------------------------|------------|
| Date of Delivery: | | | | Payment Term: LLDAP | |
| STOCK NO. | UNIT | DESCRIPTION | QTY | UNIT COST | TOTAL COST |
| | ream | Office supplies | | | |
| | ream | Bond paper A4 (80 gsm) | 100 | 290.00 | 29,000.00 |
| | ream | Bond paper Long (8.5 x 13) (80gsm) | 50 | 295.00 | 14,750.00 |
| | pad | Sticky Notes 2in x 3in | 100 | 55.00 | 5,500.00 |
| | pad | Sticky Notes 3in x 4in | 100 | 85.00 | 8,500.00 |
| | pc | Official record book, 500 pages | 5 | 230.00 | 1,150.00 |
| | box | Folder A4, 100pcs/box | 10 | 335.00 | 3,350.00 |
| | box | Folder Long, 100pcs/box | 10 | 390.00 | 3,900.00 |
| | box | Brown envelope A4, 100 pcs/box | 10 | 340.00 | 3,400.00 |
| | box | Brown envelope Long, 100 pcs/box | 10 | 390.00 | 3,900.00 |
| | pc | Heavy duty scissor | 50 | 146.00 | 7,300.00 |
| | pc | Binder for A4 | 100 | 117.50 | 11,750.00 |
| | pc | Cutter | 20 | 325.00 | 6,500.00 |
| | box | Correction tape | 5 | 450.00 | 2,250.00 |
| | pc | File holder (thick durable) | 30 | 390.00 | 11,700.00 |
| | box | Binder clips paper clamps (black) (sizes: XL, L, M, S, XS and Micro (2 box per size) | 12 | 440.00 | 5,280.00 |
| | box | Staple wire no. 35, 26/6 | 6 | 580.00 | 3,480.00 |
| | box | Ballpen 0.5 14 box black, 12 box Red, 12 box Blue, 12 box Green) x 12 pcs/box | 50 | 280.00 | 14,000.00 |
| | box | White board marker (10 box black, 10 box red, 10 box blue) | 30 | 760.00 | 22,800.00 |
| | box | Permanent marker (10 box black, 10 box red, 10 box blue) x 12 pcs/box | 30 | 465.00 | 13,950.00 |
| | pc | Highlighter (10 pcs yellow, 10 pcs green, 10 pcs orange) | 10 | 90.00 | 900.00 |
| | roll | Packaging tape | 50 | 97.00 | 4,850.00 |
| | roll | Transparent tape, 100m x 50mm | 50 | 260.00 | 13,000.00 |
| | roll | Transparent tape, 50m x 24mm | 20 | 65.00 | 1,300.00 |
| | pack | Battery, dry cell, size AA (heavy duty, 4 per pack) | 75 | 36.20 | 2,715.00 |
| | pack | Battery, dry cell, size AAA (heavy duty, 4 per pack) | 75 | 19.70 | 1,477.50 |
| | pack | Battery, dry cell, size D (heavy duty, 4 per pack) | 75 | 96.00 | 7,200.00 |
| | unit | Electric fan, stand type | 5 | 900.00 | 4,500.00 |
| | pc | Extension cord (6 ft cable length, 6 gang, tri-function switch) | 15 | 1,315.00 | 19,725.00 |
| Pupose: | | To be used in the Implementation of Urban Agriculture as requested by the Program Director and distribution of Urban Agriculture Grow Kits | | | |

TOTAL AMOUNT IN WORDS:
TWO HUNDRED TWENTY EIGHT THOUSAND ONE HUNDRED TWENTY SEVEN PESOS AND 50/100 ONLY ₱ **228,127.50**

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent (1%) for everyday of delay shall be imposed.

COMFORME: *[Signature]*
MARILOU N. NOZAKI
 Signature Over Printed Name of Supplier
 Date: 1/17/22

Very truly yours, *[Signature]*
ROSANA P. MULA, PhD
 OIC, DIRECTOR IV



FUNDS AVAILABLE: **JOAN E. SINGSON** CHIEF ACCOUNTANT
 OR/BUR No.: 2021-12-1432
 12-28-21
 Amount: ₱ 228,127.56

BAG Secretariat Office
 JAN 14 2022
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