



Republic of the Philippines
Department of Agriculture
AGRICULTURAL TRAINING INSTITUTE
ATI Building, Elliptical Road, Diliman, Quezon City, Metro Manila 1100
Tel. Nos. (63-2) 8929-8541 to 49 & 8928-7397 Fax No. (63-2) 8920-9792
Email: ati_director@ati.da.gov.ph & ati_director@yahoo.com
URL: http://www.ati.da.gov.ph; www.e-extension.gov.ph

PURCHASE ORDER

SUPPLIER: **RIELOU GENERAL MERCHANDISE**
ADDRESS: BLK. 1 LOT 1 & 2 SOCORRO AVE BUENSUCESO
HOMES III MARCELO GREEN VILLAGE PARANAQUE
TIN: 182-033-951-001

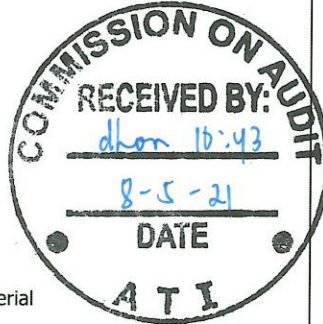
P.O. No.: 2021-07-129
DATE: 19-Jul-21
MODE OF PROCUREMENT: TWO (2) FAILED BIDDING

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: 30 WORKING DAYS
Date of Delivery: Payment Term: LDDAP

| STOCK NO. | UNIT | DESCRIPTION | QTY | UNIT COST | TOTAL COST |
|-----------|--------|--|------|-----------|------------|
| | roll | Acetate, thickness: 0.075mm min (gauge #3) | 12 | 1,600.00 | 19,200.00 |
| | pack | Battery (AA 4pcs/pack/rechargeable) | 21 | 450.00 | 9,450.00 |
| | pack | Battery (AAA 4pcs/pack/rechargeable) | 21 | 650.00 | 13,650.00 |
| | pack | Battery (AA 4pcs/pack) | 5 | 120.00 | 600.00 |
| | pack | Battery (AAA 4pcs/pack) | 5 | 130.00 | 650.00 |
| | pack | Battery, dry cell, AA, 2 pieces per blister pack | 49 | 90.00 | 4,410.00 |
| | pack | Battery, dry cell, AAA, 2 pieces per blister pack | 64 | 90.00 | 5,760.00 |
| | pack | Battery, dry cell, D, 1.5 volts, alkaline | 30 | 180.00 | 5,400.00 |
| | pcs | Whiteboard with stand, 4ft x 6ft | 1 | 7,800.00 | 7,800.00 |
| | pcs | Corrugated box | 510 | 190.00 | 96,900.00 |
| | pcs | Mega Box (L120, with wheels) | 14 | 1,250.00 | 17,500.00 |
| | piece | Data file box, made of chipboard, with closed ends | 30 | 150.00 | 4,500.00 |
| | piece | Magazine file box, large size, made of chipboard | 40 | 100.00 | 4,000.00 |
| | piece | Charger for rechargeable batteries, AA and AAA | 2 | 6,600.00 | 13,200.00 |
| | bxs | Binder clip (1 5/8"/medium) | 35 | 70.00 | 2,450.00 |
| | pc | Clipboard, A4 | 5 | 150.00 | 750.00 |
| | box | Clip, backfold, all metal, clamping: 19mm (-1mm) | 163 | 35.00 | 5,705.00 |
| | box | Clip, backfold, all metal, clamping: 25mm (-1mm) | 162 | 50.00 | 8,100.00 |
| | box | Clip, backfold, all metal, clamping: 32mm (-1mm) | 100 | 40.00 | 4,000.00 |
| | box | Clip, backfold, all metal, clamping: 50mm (-1mm) | 89 | 80.00 | 7,120.00 |
| | box | Paper clip, vinyl/plastic coat, length: 32mm min (small) | 270 | 35.00 | 9,450.00 |
| | box | Paper clip, vinyl/plastic coat, length: 50mm min (big) | 101 | 75.00 | 7,575.00 |
| | pc | Cutter, snap blade, big | 43 | 35.00 | 1,505.00 |
| | pc | Cutter, Snap Blade, Small | 50 | 35.00 | 1,750.00 |
| | piece | Cutter knife, for general purpose | 58 | 65.00 | 3,770.00 |
| | pcs | Paper Cutter (Heavy duty) | 2 | 1,400.00 | 2,800.00 |
| | pack | PP Index Divider (Plastic assorted colors, Legal) | 5 | 220.00 | 1,100.00 |
| | pcs | PP Index Divider A4 | 5 | 230.00 | 1,150.00 |
| | set | File tab divider, bristol board, for A4 | 103 | 40.00 | 4,120.00 |
| | set | File tab divider, bristol board, for legal | 103 | 40.00 | 4,120.00 |
| | pcs | Envelope (brown, short) | 50 | 12.00 | 600.00 |
| | pcs | Envelope bag with zipper (long) | 100 | 160.00 | 16,000.00 |
| | box | Envelope, Corporate, A4 w/ C2S 100 material | 1000 | 19.00 | 19,000.00 |
| | piece | Envelope, Corporate, A4 w/ printing book 60 material | 1000 | 135.00 | 135,000.00 |
| | pcs | Plastic envelope long with divider | 5 | 145.00 | 725.00 |
| | pcs | Plastic envelope short with handle | 5 | 130.00 | 650.00 |
| | box | Envelope, documentary, for A4 size document | 31 | 1,200.00 | 37,200.00 |
| | box | Envelope, documentary, for legal size document | 30 | 1,600.00 | 48,000.00 |
| | box | Envelope, expanding, kraftboard, for legal size doc | 26 | 1,200.00 | 31,200.00 |
| | box | Envelope, mailing, white, 70gsm | 4 | 650.00 | 2,600.00 |
| | box | Envelope, mailing, white, with window | 1 | 700.00 | 700.00 |
| | pcs | ARC File folder long (dark blue) horizontal | 115 | 350.00 | 40,250.00 |
| | pcs | ARC File folder long (dark blue) vertical 3" diameter, | 90 | 350.00 | 31,500.00 |
| | pcs | File folder with mechanism - long - color dark blue | 280 | 375.00 | 105,000.00 |
| | pc | Clear folder - short | 25 | 175.00 | 4,375.00 |
| | pc | Clear folder - long | 25 | 200.00 | 5,000.00 |
| | pcs | Folder expanding, legal, color green without tab | 100 | 25.00 | 2,500.00 |
| | bxs | Folder, Expanding White (Long, heavy duty paper-board), 100 pcs/box | 2 | 950.00 | 1,900.00 |
| | pc | Folder, Expanding Hanging, with TAB (9 1/2 inch X 14 3/4 inch) | 50 | 185.00 | 9,250.00 |
| | pack | Folder, with TAB, A4, 1 pack (100 pieces per pack) | 3 | 1,400.00 | 4,200.00 |
| | pc | Folder ivory with plastic cover long | 30 | 19.00 | 570.00 |
| | pcs | Folder ivory with plastic cover A4 | 30 | 19.00 | 570.00 |
| | pcs | Folder white/ivory long | 286 | 9.00 | 2,574.00 |
| | piece | Data folder, made of chipboard, taglia lock | 45 | 170.00 | 7,650.00 |
| | bundle | Folder, fancy, for legal size documents | 10 | 670.00 | 6,700.00 |
| | pack | Folder, L-TYPE, plastic, for A4 size documents | 32 | 380.00 | 12,160.00 |
| | pack | Folder, L-TYPE, plastic, for legal size documents | 72 | 475.00 | 34,200.00 |
| | box | Folder, pressboard, size: 240mm x 370mm (-5mm) | 17 | 1,900.00 | 32,300.00 |
| | pack | Folder, tagboard, for A4 size documents | 21 | 580.00 | 12,180.00 |
| | pack | Folder, tagboard, for legal size documents | 21 | 690.00 | 14,490.00 |
| | pc | Glue, white (for bonding wood, paper, cardboard, and other heavy materials), 1kilo | 15 | 1,450.00 | 21,750.00 |
| | liter | Heavy duty adhesive glue per liter | 4 | 7,350.00 | 29,400.00 |
| | jar | Glue, all purpose, gross weight: 200 grams min | 47 | 139.00 | 6,533.00 |
| | bottle | Stamp pad ink, black, 50ml | 15 | 105.00 | 1,575.00 |
| | bottle | Stamp pad ink, blue, 50ml | 2 | 105.00 | 210.00 |
| | bottle | Stamp pad ink, green, 50ml | 1 | 105.00 | 105.00 |
| | bottle | Stamp pad ink, red, 50ml | 1 | 105.00 | 105.00 |





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PURCHASE ORDER

| | |
|---|---|
| SUPPLIER: RIELOU GENERAL MERCHANDISE | P.O. No.: 2021-07-129 |
| ADDRESS: BLK. 1 LOT 1 & 2 SOCORRO AVE BUENSUCESO HOMES III MARCELO GREEN VILLAGE PARANAQUE | DATE: 19-Jul-21 |
| TIN: 182-033-951-001 | MODE OF PROCUREMENT: TWO (2) FAILED BIDDING |

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| STOCK NO. | UNIT | DESCRIPTION | QTY | UNIT COST | TOTAL COST |
|-----------|--------|--|-----|-----------|------------|
| | bottle | Stamp pad ink, purple or violet, 50ml | 6 | 105.00 | 630.00 |
| | pcs | File organizer (2 layers) | 60 | 700.00 | 42,000.00 |
| | pcs | Magfile Closed (Black, Horizontal, Legal) | 29 | 195.00 | 5,655.00 |
| | pcs | Magfile Closed (Black, Vertical, Legal) | 13 | 185.00 | 2,405.00 |
| | pc | Permanent marker - black - fine | 81 | 60.00 | 4,860.00 |
| | pcs | Permanent marker (blue, fine) | 80 | 60.00 | 4,800.00 |
| | pcs | Permanent Marker (Red, Fine) | 50 | 60.00 | 3,000.00 |
| | pcs | Permanent marker black (Broad) | 137 | 50.00 | 6,850.00 |
| | pcs | Permanent marker blue (Broad) | 133 | 50.00 | 6,650.00 |
| | pcs | Permanent marker red (Broad) | 85 | 50.00 | 4,250.00 |
| | set | Marker, flourescent, 3 assorted colors per set | 59 | 90.00 | 5,310.00 |
| | pc | Permanent whiteboardmarker - black - fine | 103 | 55.00 | 5,665.00 |
| | pcs | Permanent whiteboardmarker (blue, fine) | 112 | 55.00 | 6,160.00 |
| | pcs | Permanent whiteboardMarker (Red, Fine) | 73 | 55.00 | 4,015.00 |
| | pack | Certificate paper A4/Short | 4 | 150.00 | 600.00 |
| | pack | Special paper (8 1/2 x 11", 120 GSM) | 311 | 80.00 | 24,880.00 |
| | pack | Construction paper | 39 | 34.00 | 1,326.00 |
| | pack | Vellum Paper, A4, 200 gsm, 10 sheets/pack | 125 | 160.00 | 20,000.00 |
| | pack | Photo paper, A4 size, standard (10 pcs per pack) | 100 | 100.00 | 10,000.00 |
| | pack | Photo paper, A4 size, glossy (10 pcs per pack) | 150 | 135.00 | 20,250.00 |
| | pack | Photo paper, A4 size, matte (10 pcs per pack) | 150 | 135.00 | 20,250.00 |
| | piece | Sticky note pad (6" x 4"), with lines, 100 sheet/pad | 30 | 87.00 | 2,610.00 |
| | pcs | Sticky note pad 4 inches | 10 | 40.00 | 400.00 |
| | pack | Sticky note pad (2x2) 4 Colors | 28 | 215.00 | 6,020.00 |
| | pack | Sticker paper (A4, ink jet, 80 GSM) | 13 | 60.00 | 780.00 |
| | pack | Sticker paper, A4, glossy (10pcs/pack) | 30 | 85.00 | 2,550.00 |
| | pack | Sticker paper, A4, matte finish (10pcs/pack) | 30 | 85.00 | 2,550.00 |
| | roll | Wrapping paper, 50 sheets per pack, roll | 6 | 785.00 | 4,710.00 |
| | pack | Crepe paper (assorted color per pack) | 4 | 19.00 | 76.00 |
| | pcs | Manila paper | 180 | 14.00 | 2,520.00 |
| | pad | Note pad, stick on, 50mm x 76mm (2" x 3") min | 240 | 85.00 | 20,400.00 |
| | pad | Note pad, stick on, 76mm x 100mm (3" x 4") min | 230 | 135.00 | 31,050.00 |
| | pad | Note pad, stick on, 76mm x 76mm (3" x 3") min | 157 | 85.00 | 13,345.00 |
| | book | Record book, 300 pages, size: 214mm x 278mm min | 5 | 135.00 | 675.00 |
| | book | Record book, 500 pages, size: 214mm x 278mm min | 56 | 235.00 | 13,160.00 |
| | piece | Clearbook, 20 transparent pockets, for A4 size | 76 | 85.00 | 6,460.00 |
| | piece | Clearbook, 20 transparent pockets, for LEGAL size | 142 | 85.00 | 12,070.00 |
| | box | Whiteboard marker black (fine) | 1 | 965.00 | 965.00 |
| | pcs | Sign pen - black (0.5) | 30 | 50.00 | 1,500.00 |
| | pcs | Sign pen - blue (0.5) | 91 | 50.00 | 4,550.00 |
| | pcs | Sign pen green (0.5) | 26 | 50.00 | 1,300.00 |
| | pcs | Ballpen red (0.5) | 12 | 50.00 | 600.00 |
| | pc | Highlighter pen - original | 48 | 65.00 | 3,120.00 |
| | pcs | Sign Pen (0.3 needle tip, Black) | 160 | 100.00 | 16,000.00 |
| | pcs | Sign Pen (0.3 needle tip, Blue) | 87 | 100.00 | 8,700.00 |
| | pcs | Sign Pen (0.3 needle tip, Red) | 41 | 100.00 | 4,100.00 |
| | pcs | Button pins | 7 | 75.00 | 525.00 |
| | box | Thumb tacks | 37 | 235.00 | 8,695.00 |
| | pcs | 2 D-ring binder A4 1-1/2" sheet capacity (color White) (D-ring File Folder 2 Ring) | 20 | 275.00 | 5,500.00 |
| | bundle | Ring binder, plastic, 32mm, 84 rings | 30 | 475.00 | 14,250.00 |
| | pcs | Ruler (plastic 12") | 5 | 65.00 | 325.00 |
| | pc | Ruler, plastic, 450mm (18"), width: 38mm min | 28 | 66.00 | 1,848.00 |
| | pc | Ruler (PLASTIC 24") | 4 | 50.00 | 200.00 |
| | pcs | Scissors, heavy duty, big | 124 | 225.00 | 27,900.00 |
| | pcs | Stapler (Heavy Duty, Big) | 30 | 475.00 | 14,250.00 |
| | box | Staple wire, 135mm | 245 | 165.00 | 40,425.00 |
| | pack | Sticky Tabs (Diff Colors) | 95 | 55.00 | 5,225.00 |
| | pack | Sticky Tabs (Sign Here) | 20 | 185.00 | 3,700.00 |
| | box | Index tab self-adhesive, transparent | 20 | 185.00 | 3,700.00 |
| | pc | Tape, double sided adhesive, 24 mm x 10 meters with foam thick | 64 | 235.00 | 15,040.00 |
| | rolls | Tape, double sided adhesive 24 mm x 10 meters (Thin) | 42 | 145.00 | 6,090.00 |
| | pc | Tape, double sided, ±12mm to 20mm width | 50 | 85.00 | 4,250.00 |
| | rolls | Tape, mounting (18 mm x 10 meters) | 20 | 120.00 | 2,400.00 |
| | rolls | Tape, transparent (24 mm x 50 meters) | 212 | 75.00 | 15,900.00 |
| | pcs | Masking tape 1.5 inch | 55 | 310.00 | 17,050.00 |
| | rolls | Tape, duct (18mm x 20 meters) | 12 | 115.00 | 1,380.00 |
| | roll | Tape, masking, width: 24mm x 50 meters | 202 | 135.00 | 27,270.00 |



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|--------------------|-------|--|-----|-----------------|------------|-----------------|--|
| Date of Delivery: | | | | Payment Term: | | LDDAP | |
| STOCK NO. | UNIT | DESCRIPTION | QTY | UNIT COST | TOTAL COST | | |
| | roll | Tape, masking, width: 48mm x 50 meters | 110 | 235.00 | 25,850.00 | | |
| | roll | Tape, packaging, width: 48mm x 50 meters | 175 | 85.00 | 14,875.00 | | |
| | roll | Tape, transparent, width: 48mm x 50 meters | 166 | 85.00 | 14,110.00 | | |
| | piece | Correction tape, film base type, UL 6m min | 124 | 35.00 | 4,340.00 | | |
| | pack | Adhesive, reusable, glue tack, 75 GSM, (120pcs/pack) | 10 | 115.00 | 1,150.00 | | |
| | pack | Book-ends, Heavy duty (packed) | 100 | 85.00 | 8,500.00 | | |
| | pack | Catalogue cards with Plastic Cover/pack | 10 | 985.00 | 9,850.00 | | |
| | pack | Cellophane, colored | 5 | 75.00 | 375.00 | | |
| | pcs | Continous stamp (trodat) | 7 | 1,410.00 | 9,870.00 | | |
| | box | Crayons, 16/box | 20 | 85.00 | 1,700.00 | | |
| | box | Fastener, for paper, plastic, 50 sets per box | 79 | 185.00 | 14,615.00 | | |
| | pc | Flash drive, 32GB, USB 2.0, plug and play | 19 | 975.00 | 18,525.00 | | |
| | pcs | Flashcards, assorted color, 3" x 9" | 163 | 9.00 | 1,467.00 | | |
| | pc | Hookscrew (medium) | 50 | 55.00 | 2,750.00 | | |
| | pack | Laminating Film, legal, 20pcs/pack | 72 | 170.00 | 12,240.00 | | |
| | pcs | Magnifying glass | 1 | 465.00 | 465.00 | | |
| | pc | Manual Saddle Stich Center Seam Stapler hand | 4 | 8,100.00 | 32,400.00 | | |
| | pc | Meter stick | 1 | 1,450.00 | 1,450.00 | | |
| | bx | Notarial Seal (Size 40, Gold) | 77 | 160.00 | 12,320.00 | | |
| | pack | Page makers, 8 assorted colors/pack | 10 | 475.00 | 4,750.00 | | |
| | pcs | Personalized Stamp, rubber, self-inking | 7 | 455.00 | 3,185.00 | | |
| | roll | Ribbon, polyester satin, 1/4", 50 yards, blue | 10 | 95.00 | 950.00 | | |
| | pc | Self retracting metal tape measure/pc | 1 | 2,250.00 | 2,250.00 | | |
| | pc | Pencil, Sharpener, mechanical | 12 | 2,250.00 | 27,000.00 | | |
| | pcs | Staple remover (stainless plier type) | 28 | 175.00 | 4,900.00 | | |
| | roll | Twine, plastic, one (1) kilo per roll | 141 | 85.00 | 11,985.00 | | |
| | piece | Eraser, felt, for blackboard/whiteboard | 29 | 40.00 | 1,160.00 | | |
| | box | Pencil, lead, w/ eraser, wood cased, hardness: HB | 39 | 135.00 | 5,265.00 | | |
| | box | Rubber band, 70mm min lay flat length (#18) | 135 | 175.00 | 23,625.00 | | |
| | piece | Stamp pad, felt, bed dimension: 60mm x 100mm min | 10 | 70.00 | 700.00 | | |
| | piece | Dating and stamping machine, heavy duty | 9 | 875.00 | 7,875.00 | | |
| | piece | Puncher, paper, heavy duty, with two hole guide | 19 | 285.00 | 5,415.00 | | |
| | piece | Tape dispenser, table top, for 24mm width tape | 8 | 120.00 | 960.00 | | |
| | unit | Binding and punching machine, binding cap: 50mm | 2 | 13,850.00 | 27,700.00 | | |
| | unit | Calculator, compact, 12 digits | 5 | 675.00 | 3,375.00 | | |
| | unit | Paper trimmer/cutting machine, max paper size: B4 | 2 | 13,850.00 | 27,700.00 | | |
| | piece | Eraser, plastic/rubber, for pencil draft/writing | 14 | 40.00 | 560.00 | | |
| | unit | Heavy Duty Laminating Machine, A3 Laminator ID Laminator Machine Cold Laminato | 1 | 3,850.00 | 3,850.00 | | |
| | unit | Heavy Duty Paper Shredder Machine A4 size, White | 1 | 6,850.00 | 6,850.00 | | |

Purpose: Official Regular Supplies for CY 2021 for ATI Divisions and Admin and Finance Offices

TOTAL AMOUNT IN WORDS:
ONE MILLION EIGHT HUNDRED SEVENTY-NINE THOUSAND EIGHT HUNDRED FOUR PESOS ONLY ₱ **1,879,804.00**

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:

Mary Jose Gonzales
Signature Over Printed Name of Supplier

08/04/21
Date

Very truly yours,

ALFREDO S. ATON, MPS-DM
DIRECTOR IV

FUNDS AVAILABLE:

JOAN E. SINGSON
CHIEF ACCOUNTANT

OR/BUR No.: 2021-07-827
07-27-21

Amount: ₱ 1,879,804

DO DA-ATI
BAC-Sec.
RECEIVED
21 7/30/21