

# PURCHASE ORDER

## CITY OF CALAPAN

Supplier: <b>JLC CONSUMER GOODS TRADING</b> Address: <u>BATANGAS CITY</u> TIN: <u>456 - 533 - 669</u>	P.O. No.: <u>0449</u> Date: <u>03.14.25</u> Mode of Procurement: <u>small value</u> PR No./s: <u>293</u>
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Gentlemen:  
Please furnish this Office the following articles subject to the terms and conditions contained herein:

Place of Delivery: <b>New City Hall, Guinobatan, Calapan City</b>	Delivery Term: <b>FOB Destination</b>
Date of Delivery: <b>within thirty (30) days upon receipt of P.O.</b>	Payment Term: <b>N/60</b>

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
101	pcs.	Record Book, regular size, 150p	22	78.00	1,716.00
102	pcs.	Record book, regular size, 300p	16	123.00	1,968.00
103	pc.	Record book, regular size, 500p	11	172.00	1,892.00
104	bxs	Retractable pen (.0.5) (deli color ink) (green)	4	495.00	1,980.00
105	bxs	Retractable pen (.0.5) (deli color ink) (blue & black)	2	495.00	990.00
106	bxs	Rubberband, miki size, big box	1	385.00	385.00
107	bxs	Rubberband, regular size, big box	1	382.50	382.50
108	pcs	Ruler, 12", plastic	2	40.00	80.00
109	bxs	Sign pen, 0.3, black/blue (G-Tech)	1	1,368.00	1,368.00
110	pcs	Scissors, stainless	15	176.00	2,640.00
111	bxs	Sign pen, 0.7, Black, needle point (Pilot-G2)	2	1,345.00	2,690.00
112	bxs	Sign pen, 1.0, black/blue (hi-techpoint)	4	1,313.00	5,252.00
113	bxs	Sign Pen, blue Pilot hi techpoint V10 grip	1	1,188.00	1,188.00
114	bxs	Sign pen, 0.5, black (HBW i-Gel)	5	502.00	2,510.00
115	bxs	Sign pen, 0.5, blue (HBW i-Gel)	8	502.00	4,016.00
116	bxs	Sign pen, 0.5, black (MyGel)	6	502.00	3,012.00
117	bxs	Sign pen, 0.5, blue (MyGel)	8	502.00	4,016.00
118	bxs	Sign pen, 0.5, violet, (MyGel)	5	502.00	2,510.00
119	bxs	Sign pen, 1.0, Uni-ball Gel del impact, blue	2	1,316.00	2,632.00
120	pcs	Sliding folder, clearfront, short	3	39.00	117.00
121	packs	Specialty board, 200 gsm, white, 10s, short	2	70.00	140.00
122	packs	Specialty board, long, pale cream, 10's	5	57.00	285.00
123	pcs	Stamp, personalized, for zoning, admin,	2	648.00	1,296.00
124	pcs	Stamp Pad 4x6	7	164.00	1,148.00
125	bottle	Stamp Pad Ink, big	2	113.00	226.00
<b>SUB - TOTAL 5</b>					<b>44,439.50</b>

(Total Amount in Words)

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed on the undelivered item/s.

Conforme:

Very truly yours,

**JLC CONSUMER GOODS TRADING**  
Signature over Printed Name of Supplier

**MARILOU F. MORILLO**  
City Mayor

Date

(In case of Negotiated Purchase pursuant to Section 369 (a) of RA 7160, this portion must be accomplished.)

Approved per Sanggunian Resolution No.: \_\_\_\_\_

Certified Correct:

Secretary to the Sanggunian

Date



# PURCHASE ORDER

## CITY OF CALAPAN

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Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
126	bxs	Staple Wire # 35	72	75.00	5,400.00
127	pcs	Stapler with built in remover	19	616.00	11,704.00
128	pc	Stapler w/ remover	4	360.00	1,440.00
129	packs	Sticker Paper, matte, A4, 10's	3	74.00	222.00
130	packs	Sticker Paper, white, 8.5 x11, 10's	2	58.00	116.00
131	pads	Sticky Note Pad with Lines, 3x3	4	47.00	188.00
132	pc	Tape Dispenser, big	2	220.00	440.00
133	pc	Tape Dispenser, small	1	144.00	144.00
134	rolls	Tape, double sided, 1/2"	9	38.00	342.00
135	rolls	Tape, double-sided, 1"	22	56.00	1,232.00
136	rolls	Tape, masking, 1"	34	57.75	1,963.50
137	rolls	Tape, masking, 2"	1	69.00	69.00
138	roll	Tape, scotch, 1/2" (crocodile)	1	24.00	24.00
139	rolls	Tape, scotch, 1" (Crocodile)	93	40.00	3,720.00
140	rolls	Tape, packaging, 2"	14	75.00	1,050.00
141	rolls	Tape, scotch, 2" (crocodile)	7	69.00	483.00
142	rolls	Tape, double adhesive, 1"	4	56.00	224.00
143	bottle	Whiteboard ink, black	5	154.00	770.00
144	pcs	Whiteboard pen, black	43	76.00	3,268.00
145	pcs	Whiteboard pen, blue	1	76.00	76.00
146	pads	Yellow Paper	2	59.00	118.00
147	rms	Yellowbond (Victory, 500 sheets)	2	349.00	698.00
148	packs	Vellum Board Elit 180,white,long	40	64.00	2,560.00
149	packs	Vellum Board Elit 180,white,short	58	54.00	3,132.00
150	packs	Vellum 8 1/2 x 11- (white) 10 pcs/ sheet	30	36.00	1,080.00
<b>SUB - TOTAL 6</b>					<b>40,463.50</b>

(Total Amount in Words)

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed on the undelivered item/s.

Conforme:

Very truly yours,

JLC CONSUMER GOODS TRADING  
Signature over Printed Name of Supplier

MARILOU F. MORILO  
City Mayor

\_\_\_\_\_  
Date

(In case of Negotiated Purchase pursuant to Section 369 (a) of RA 7160, this portion must be accomplished.)

Approved per Sanggunian Resolution No.: \_\_\_\_\_

Certified Correct:

\_\_\_\_\_  
Secretary to the Sanggunian

\_\_\_\_\_  
Date



# PURCHASE ORDER

## CITY OF CALAPAN

Supplier: <b>JLC CONSUMER GOODS TRADING</b>	P.O. No.: <u>0449</u>
Address: <b>DATANGAS CITY</b>	Date: <u>03.14.25</u>
TIN: <u>456 - 533 - 669</u>	Mode of Procurement: <b>small value</b>
	PR No./s: <b>293</b>

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Date of Delivery: <u>within thirty (30) days upon receipt of P.O.</u>	Payment Term: <u>N/60</u>

<b>Stock/ Property No.</b>	<b>Unit</b>	<b>Description</b>	<b>Quantity</b>	<b>Unit Cost</b>	<b>Amount</b>
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					-
		SUB - TOTAL 6			40,463.50
		SUB - TOTAL 5			44,439.50
		SUB - TOTAL 4			47,672.75
		SUB - TOTAL 3			39,876.50
		SUB - TOTAL 2			66,115.00
		SUB - TOTAL 1			231,072.00
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		TOTAL			469,639.25

(Total Amount in Words) **Four hundred sixty - nine thousand six hundred thirty - nine pesos and 25/100.**

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**MARILOU F. MORILLO**  
*City Mayor*

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