



### PURCHASE ORDER

<b>Supplier:</b>	<b>KEEDEE OFFICE SUPPLIES TRADING</b>	<b>P.O. NO.:</b>	2024-02-0002
<b>Address:</b>	JAMISOLA EXT. STA. LUCIA DIST. PAGADIAN CITY	<b>Date :</b>	February 21, 2024
<b>TIN :</b>	306-794-052-000	<b>Mode of</b>	Shopping
<b>Tel No./CP No. :</b>	9173112213	<b>Procurement :</b>	

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

<b>Place of Delivery:</b>	TABID NHS	<b>Delivery Term:</b>	Free delivery
<b>Date of Delivery:</b>	2-28-2024 calendar days after receipt of PO by the supplier	<b>Payment Term:</b>	Check upon delivery

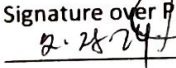
Item No.	Quantity	Unit	Description	Unit Cost	Amount
1	50	piece	BROOM (Walis Tambo)	120.00	6,000.00
2	10	bar	DETERGENT BAR	14.00	140.00
3	40	pouch	DETERGENT POWDER, all purpose	95.00	3,800.00
4	40	piece	DUST PAN	75.00	3,000.00
5	40	piece	MOPHANDLE, heavy duty	150.00	6,000.00
6	40	piece	MOPHEAD, made of rayon	150.00	6,000.00
7	35	roll	TAPE, transparent, 24mm	19.00	665.00
8	10	roll	TAPE, transparent, 48 mm	29.00	290.00
9	4	box	CLIP, backfold, 25mm	25.00	100.00
10	2	box	CLIP, backfold, 50mm	78.00	156.00
11	2	piece	DATA FILE BOX	170.00	340.00
12	50	box	ENVELOPE, Expanding, Plastic, w/ string	40.00	2,000.00
13	1	box	ENVELOPE, Mailing	450.00	450.00
14	40	box	PAPER CLIP, vinly/plastic coated, 33mm	10.00	400.00
15	75	box	PAPER CLIP, vinly/plastic coated, jumbo, 50mm	25.00	1,875.00
16	40	piece	PUNCHER, paper, heavy duty	175.00	7,000.00
17	40	pair	SCISSORS, symmetrical/asymmetrical	49.00	1,960.00
18	140	ream	PAPER, MULTIPURPOSE A4	195.00	27,300.00
19	25	ream	PAPER, MULTIPURPOSE LEGAL	225.00	5,625.00
20	40	pack	TOILET TISSUE PAPER, 2 PLY	140.00	5,600.00
21	45	piece	Ballpen Black	7.00	315.00
22	35	piece	Ballpen, Red	7.00	245.00
23	66	pack	Battery AAA Max Alkaline Heavy Duty 2s/pack	154.00	10,164.00
24	35	box	Chalk, Colored min.100pcs/box	110.00	3,850.00
25	100	meter	Cloth, Colored, alphagena, neon colors, 15m/color	58.00	5,800.00
26	50	meter	Cloth, White, alphagena	58.00	2,900.00
27	40	piece	Correction Tape refillable, round type	65.00	2,600.00
28	15	bottle	Dishwashing Liquid, min. 250ml	53.00	795.00
29	300	piece	Folder White, Legal	7.00	2,100.00
30	30	unit	Glue Gun Heavy Duty Small	250.00	7,500.00
31	100	piece	Glue Stick (Big Diameter)	10.00	1,000.00
32	200	piece	Glue Stick (Small Diameter)	5.00	1,000.00
33	40	bottle	Glue White (min. 130gms)	60.00	2,400.00
34	35	PIECE	Highlighter Branded	24.00	840.00
35	100	bottle	Liquid Bleach, 1000ml	48.00	4,800.00
36	1	piece	Multi-tester	800.00	800.00
37	30	box	Paper Fastener Coated (Plastic)	40.00	1,200.00
38	60	piece	Permanent marker/Pentil Pen, Refillable, Fine Tip, Black	42.00	2,520.00
39	15	bottle	Permanent/Pentel Ink Refill, Black	90.00	1,350.00
40	10	pack	Photopaper, A4, 20pcs/pack	80.00	800.00
41	10	pack	Pins, push type, Plastic head	42.00	420.00
42	10	pad	Pins (pokpok)	12.00	120.00
43	30	piece	Plastic Envelope, Long	9.00	270.00

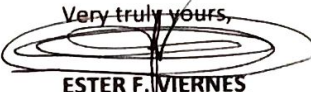


44	75	piece	Rug/Doormat, Cotton material	55.00	4,125.00
45	100	piece	RJ 45 Connector	7.50	750.00
46	12	piece	Sign pen 0.5, Black	35.00	420.00
47	1	piece	Sphygmomanometer	1,000.00	1,000.00
48	25	pack	Sticker Paper Mat A4 20's/pack	35.00	875.00
49	10	pack	Sticky Notes 3"x3"	30.00	300.00
50	1	unit	Stove, 2-burner	2,200.00	2,200.00
51	40	roll	Tape Double sided, 1"	30.00	1,200.00
52	10	roll	Tape Masking 1"	35.00	350.00
53	20	piece	Toilet Bowl Cleaner	85.00	1,700.00
54	40	pack	Trash Bag, Black Medium 22" x 24", 10pcs/pack	52.00	2,080.00
55	8	piece	Tub, plastic	275.00	2,200.00
56	1	PIECE	Whistles, FOX FORTE	430.00	430.00
57	10	book	RECORD BOOK, 300 PAGES, size: 214mm x278mm min	85.00	850.00
58	50	piece	Butane Gas	90.00	4,500.00
59	200	piece	Cartolina, neon colors, assorted	12.00	2,400.00
60	20	piece	Expanded Envelope, Brown, hard	16.00	320.00
61	3	piece	Extension Wire 10 meters	610.00	1,830.00
62	125	pack	Specialty Board A4	37.00	4,625.00
63	50	box	Thumbstack	15.00	750.00
<b>Total Amount</b>			<b>ONE HUNDRED SIXTY FIVE THOUSAND THREE HUNDRED NINETY FIVE PESOS ONLY</b>	<b>Php</b>	<b>165,395.00</b>

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:

**KEEDEE OFFICE SUPPLIES TRADING**  
 Signature over Printed Name of Supplier  
  
 Date

Very truly yours,  
  
**ESTER F. VIERNES**  
 School Head

Fund Cluster : mooe	ORS/BURS No. :
Funds Available :	Date of the ORS/BURS
	Amount :