



Republic of the Philippines
BENGUET STATE UNIVERSITY
 La Trinidad, Benguet

PURCHASE ORDER

Supplier:	A HUNDRED ONE COMM. & GEN. MDSE	P.O No.:	2023-11-SP-382
Address:	JUNIPER BUILDING, BONIFACIO ST., BAGUIO CITY	Date:	NOV 28 2023
Tin:		Mode of Procurement:	NP-SVP
		PR No.:	2023-09-1168

Gentlemen:

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

Place of Delivery: BSU - BAPTC	Delivery Term: FOB DESTINATION
Date of Delivery: WITHIN 15 CALENDAR DAYS UPON RECEIPT OF P.O	Payment Term: within 30 days after complete delivery

Item no	Stock/ Property No	Unit	ITEM	Quantity	Unit Cost	Amount
1		gallon	ALCOHOL, Ethyl, 1 Gallon	6	396.00	2,376.00
2		piece	ERASER, plastic/ rubber	3	5.00	15.00
3		piece	SIGN PEN, Black, liquid or gel, 0.5mm	144	27.00	3,888.00
4		piece	SIGN PEN, Blue, liquid or gel, 0.5mm	19	22.00	2,508.00
5		piece	SIGN PEN, Red, liquid or gel, 0.5mm	15	26.00	494.00
6		pack	BATTERY, dry cell, size AA, Two (2) pieces per blister pack	15	30.00	450.00
7		pack	BATTERY, dry cell, size AAA, Two (2) pieces per blister pack	15	35.00	525.00
8		unit	DIGITAL VOICE RECORDER	1	8,015.00	8,015.00
9		box	CLIP, backfold, 19mm	6	11.00	66.00
10		box	CLIP, backfold, 25mm	6	19.00	114.00
11		box	CLIP, backfold, 32mm	12	33.00	396.00
12		box	CLIP, backfold, 50mm	6	72.00	432.00
13		piece	CORRECTION TAPE, 8 meters	35	18.00	630.00
14		piece	CUTTER/UTILITY KNIFE, for general purpose	4	42.00	168.00
15		piece	DATA FILE BOX	35	100.00	3,500.00
16		piece	ENVELOPE, Expanding, Plastic	35	38.40	1,344.00
17		box	ENVELOPE, Mailing, with window, 500 pieces per box	1	1,250.00	1,250.00
18		piece	ERASER, felt, for blackboard/whiteboard	3	14.40	43.20
19		box	FOLDER, pressboard, 100 pieces per box	2	1,220.00	2,440.00
20		pack	FOLDER with tab, A4, 100 pieces per pack	1	370.00	370.00
21		set	MARKER, Flourescent, 3 colors per set	6	45.00	270.00
22		piece	MARKER, Permanent, Black	12	9.00	108.00
23		piece	MARKER, Permanent, Red	11	9.00	99.00
24		piece	MARKER, Whiteboard, Black	31	12.00	372.00
25		piece	MARKER, Whiteboard, Blue	12	12.00	144.00
26		box	PAPER CLIP, vinly/plastic coated, 33mm	9	11.00	99.00
27		box	PAPER CLIP, vinly/plastic coated, jumbo, 50mm	24	17.00	408.00
28		box	PENCIL, lead/graphite, with eraser, one (1) dozen per box	14	27.00	378.00
29		bundle	RING BINDER, plastic, 12 mm, 10 pieces per bundle	10	353.00	3,530.00
30		box	RUBBER BAND No. 16, 350g	16	175.00	2,800.00
31		pair	SCISSORS, symmetrical or asymmetrical	4	42.00	168.00
32		unit	STAPLER, heavy duty (binder type), desktop	1	1,100.00	1,100.00
33		piece	TAPE DISPENSER, table top	1	94.00	94.00
34		pad	NOTE PAD, stick on, 2" x 3", 100 sheets per pad	12	45.00	540.00
35		pad	NOTE PAD, stick on, 3" x 4", 100 sheets per pad	16	75.00	1,200.00
36		pad	NOTE PAD, stick on, 3" x 3", 100 sheets per pad	64	65.00	4,160.00
37		piece	NOTEBOOK, stenographer	66	15.00	990.00
38		ream	PAPER, MULTIPURPOSE A4, 500 sheets per ream, 80gsm	120	215.00	25,800.00
39		book	RECORD BOOK, 300 PAGES	8	80.00	640.00
40		book	RECORD BOOK, 500 PAGES	27	130.00	3,510.00
41		can	INSECTICIDE, 600mL	30	241.00	7,230.00
XXXXXXXXXXXXXXXXXXXX						
TOTAL						82,664.20

(Total Amount in Words) **Eighty five thousand four hundred twelve pesos and seventy six centavos**

In case of failure to make the full delivery within 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:

ROSS ANTHONY Q SIAPNO

Signature over Printed Name of Supplier

12/01/2023

Date

Very Truly Yours:

FELICE SALAING COMILA

University President

Fund Cluster: _____

Funds Available: _____

ORS/BURS No.: **2023-11-1168**

Date of the ORS/BURS: **NOV 28 2023**

Amount: **82,664.20**