



PURCHASE ORDER

Supplier : ICLICK SOLUTIONS	P.O. No. : 17-12-659
Address : POBLACION III, CARCAR CITY CEBU	Date : December 21, 2017
Tel.No. : 266-4559	RC Code :
TIN : 205-010-647-000	Mode of Procurement Public Bidding

GENTLEMEN :
 Please furnish this office the following articles subject to the terms and conditions contained herein.

Purpose : Office Supplies for CNU Offices
Place of Delivery : Cebu Normal University
Date of Delivery : January 20, 2018
Delivery Term : 30 days upon receipt of PO
Payment Term : Through ADA from 5 to 7 days after complete delivery

Acct Code	Qty	Unit	Description	Unit Cost	Total Amount
	200	box	Ballpen black @12pcs/box (retractable with metal tip) pilot	525.00	105,000.00
	200	box	Ballpen, blue, 12pcs/box (retractable with metal tip) pilot	525.00	105,000.00
	100	pack	Battery - Energizer , size AA 4pc/pack Energizer	146.00	14,600.00
	100	pack	Battery - Energizer , size AAA 4pc/pack Energizer	146.00	14,600.00
	100	pack	Battery - Energizer , size C 2pc/pack Energizer	426.00	42,600.00
	300	reams	Bond paper (U.S., short size, substance 20)	132.50	39,750.00
	300	reams	Bondpaper (US Long Size, substance20)	156.25	46,875.00
	300	reams	Bondpaper, mimeo, Whitewove, 8.5x 13	172.15	51,645.00
	50	ream	Bondpaper, mimeograph, Whitewove (8 1/2" x 11")S20	146.00	7,300.00
	50	pcs	Correction fluid	31.00	1,550.00
	100	pcs	Correction tape - disposable, usable length of 6 meters(min), 5mm width	21.50	2,150.00
	100	pcs	Data Filer with lid	135.00	13,500.00
	150	pcs	Data Magazine Folder Three holes White	135.00	20,250.00
	10	pcs	Document tray (steel, black) 2 layers	445.25	4,452.50
	20	box	Double clip , Black, size # 1"	18.00	360.00
	20	box	Double clip , Black, size # 1/2"	9.00	180.00
	20	box	Double clip , Black, size # 3/4"	11.25	225.00
	30	bottle	Glue - 300 gms	74.00	2,220.00
	100	box	Whiteboard Marker Fine (Black) 12pcs / box pilot	615.00	61,500.00
	50	box	Plastic fastener	22.50	1,125.00
	30	pad	Sticky Notes Arrow Flags	31.00	930.00

PAGE 1 OF 2 SHEETS	GROSS PAYABLE AMOUNT	535,812.50
	DISCOUNT, if any	-
	NET PAYABLE AMOUNT	535,812.50

GRAND TOTAL	
is on page 2	

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

CONFORME : **FILOMENA T. DAYAGBIL, Ed.D.**
SUC President III

SUPPLIER'S SIGNATURE OVER PRINTED NAME and DATE

Funds Available : **ALOBS NO. :**
AMOUNT :

ROCHE O. TORREJOS
Accountant



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Date of Delivery :	January 20, 2018		

Acct Code	Qty	Unit	Description	Unit Cost	Total Amount
	30	pad	Sticky Notes 2x3	11.25	337.50
	30	pad	Sticky Notes Standard Flags-1 inch wide flag	87.50	2,625.00
	100	pair	Scissors (6")	19.00	1,900.00
	50	pc	Sharpener hand rotating manual steel pencil heavy du	207.25	10,362.50
	100	box	Signpen Gel Type black 12 pcs/box Dong	196.00	19,600.00
	100	box	Signpen Gel Type blue 12 pcs/box My Gel	196.00	19,600.00
	50	pc	Stamp pad	29.15	1,457.50
	50	box	Staple wire No. 10 (12 small boxes)	56.00	2,800.00
	50	box	Staple wire No. 35	30.00	1,500.00
	50	packs	Sticker paper ; Size # 8 1/2 x 11 , white non-glossy 100pc/pack	28.00	1,400.00
	50	roll	Tape, Double Sided, 1" size	34.00	1,700.00
	200	roll	Tape, Transparent 24 mm (1") 100m	16.00	3,200.00
	100	roll	Tape, Transparent 48 mm (2") 100m	48.00	4,800.00
	100	roll	Tape, Duct 48 mm (2") 100m	108.00	10,800.00
	50	roll	Thermal Paper, (80mmx230mm) for Epson TM-T82 thermal receipt printer	140.00	7,000.00
	10	roll	Transparent Plastic (Plastic Cover) (1 roll/50mts) gauge 8	2,016.00	20,160.00

PAGE 2 OF 2 SHEETS	GROSS PAYABLE AMOUNT	109,242.50
	DISCOUNT, if any	-
	NET PAYABLE AMOUNT	109,242.50

GRAND TOTAL	IN FIGURES : Php645,055.00
	IN WORDS : SIX HUNDRED FORTY FIVE THOUSAND FIFTY FIVE PESOS ONLY

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

CONFORME :

 SUPPLIER'S SIGNATURE OVER PRINTED NAME and DATE

1/4/18

 FILOMENA T. DAYAGBIL, Ed.D.
 SUC President III

Funds Available :	ALOBS NO. : _____
<p>_____ ROCHE O. TORREJOS Accountant</p>	AMOUNT : _____