



Republic of the Philippines
 Department of the Interior and Local Government
PHILIPPINE PUBLIC SAFETY COLLEGE
 MWSS Compound, Katipunan Road, cor. Ayala Heights,
 Old Balara, Quezon City



PURCHASE ORDER

Supplier : <u>APEX Office Supplies & Equipment</u>	2021-12-0054
Address : <u>202 Tara Residences, Brgy. Culiati Quezon City</u>	P.O. No. : <u>DEC 15 2021</u>
TIN: _____	Date: _____
	Mode of Procurement : <u>Public Bidding</u>

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


Place of Delivery : <u>To be delivered at the Philippine Public Safety College, MWSS Compound Katipunan Avenue corner Ayala Height, Quezon City</u>	Delivery Term : <u>30 days</u>
	Payment Term : <u>60 days</u>


Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	pack	BATTERY, high quality, heavy duty, Alkaline, 1.5V, AA 2 pieces per blister pack	502	150.00	75,300.00
2	pack	BATTERY, high quality, heavy duty, Alkaline, AAA, 1.5V 4 pieces per blister pack	421	150.00	63,150.00
3	unit	CALCULATOR, compact, heavy duty, 12-digit (Color: White or Black) Warranty: 1 year for Defective or Manufacturing Defects	54	400.00	21,600.00
4	box	CLIP, BACKFOLD, all metal, clamping: 19mm, 3/4" (1-mm) (12 pcs/box)	200	30.00	6,000.00
5	box	CLIP, BACKFOLD, all metal, clamping: 32mm, 1 1/4" (-1mm) (12 pcs/box)	200	40.00	8,000.00
6	box	CLIP, BACKFOLD, all metal, clamping: 50mm 2" (-1mm) (12 pcs/box) *****MORE TO FOLLOW*****	200	60.00	12,000.00

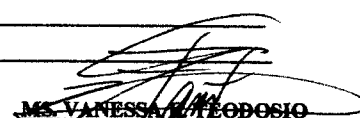
Page 1

(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:

TEDDY JAY T. FULGENCIO
 Signature over Printed Name of Supplier
 12-15-21
 Date

Very truly yours,

PLTGEN RICARDO F. DE LEON (Ret.), Ph.D
 Signature over Printed Name of Authorized Official
 President, PPSC
 Designation

Fund Cluster : _____
 Funds Available : _____

MS. VANESSA M. TEODOSIO
 Admin Officer V, FMD/Acting Chief Accountant

ORS/BURS No. : _____
 Date of the ORS/BURS: _____
 Amount : _____



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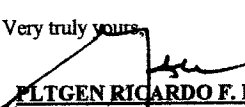
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Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
7	piece	CORRECTION TAPE, non-toxic formula, tear-proof film strip, excellent covering cover, protective applicator cap, width length: 5mm-20m, extra smooth dispensing mechanism	248	30.00	7,440.00
8	box	CUTTER BLADE refill for heavy duty cutter, 10 pcs/tube, 10 tube/box	248	30.00	7,440.00
9	piece	CUTTER KNIFE, high quality, heavy duty, utility knife, 18mm	140	60.00	8,400.00
10	piece	DATING AND STAMPING MACHINE, heavy duty, self-inking stamp, text print 5MM, Break-proof plastic with black inked pad, replaceable ink pad, dater up to 2031	9	450.00	4,050.00
11	box	ENVELOPE, DOCUMENTARY, for A4 size document 500 pieces/box (brown)	107	1,700.00	181,900.00
*****MORE TO FOLLOW*****			***Page 2***		

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Fund Cluster : _____ Funds Available : _____  <u>MS. VANESSA E. TEODOSIO</u> Admin Officer V, FMD/Asstg. Chief Accountant	ORS/BURS No. : _____ Date of the ORS/BURS: _____ Amount : _____
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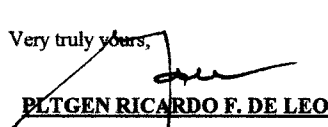
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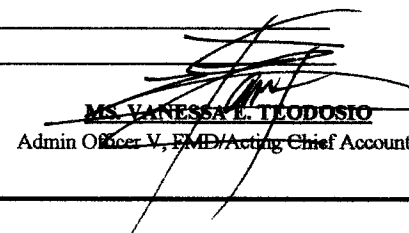
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Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
12	box	ENVELOPE, DOCUMENTARY, for legal size document (500 pieces/box) brown	105	2,300.00	241,500.00
13	box	ENVELOPE, mailing, white, 80 gsm (500 pieces/box)	221	500.00	110,500.00
14	box	ENVELOPE, mailing, white, with window 500 pieces/box)	171	500.00	85,500.00
15	piece	ERASER, FELT, Magnetic, for blackboard/whiteboard	28	30.00	840.00
16	piece	ERASER, PLASTIC/RUBBER, for pencil draft/writing	260	30.00	7,800.00
17	box	FASTENER, high quality plastic, 50 pcs/box, 7cm assorted color	155	80.00	12,400.00
18	piece	FILE ORGANIZER, expanding plastic, 12 pockets blue	157	200.00	31,400.00
*****MORE TO FOLLOW*****			***Page 3***		

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Fund Cluster : _____ Funds Available : _____  <u>MS. VANESSA E. TEODOSIO</u> Admin Officer - V, EMD/Acting Chief Accountant	ORS/BURS No. : _____ Date of the ORS/BURS: _____ Amount : _____
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Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
19	set	FILE TAB DIVIDER, bristol board, for A4 Documents, assorted colors (5 colors per set)	156	60.00	9,360.00
20	set	FILE TAB DIVIDER, bristol board, for legal Documents, assorted colors (5 colors per set)	145	60.00	8,700.00
21	piece	FLASH DRIVE, 16GB capacity, capless design with slide-out USB Connector, LED usage status indicator, lightweight and compact, with lanyard/key ring attachment loop	300	320.00	96,000.00
22	pack	FOLDER, L-TYPE, PLASTIC, for legal size documents 50 pcs/pack, assorted colors	160	250.00	40,000.00
23	pack	FOLDER, TAGBOARD, for A4 size documents * 100 pcs/pack (white) 15 gams	197	800.00	157,600.00
24	pack	FOLDER, TAGBOARD, for legal size documents 100 pcs/pack (white) 15gsm	251	800.00	200,800.00
*****MORE TO FOLLOW*****			***Page 4***		

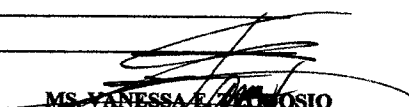
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Funds Available : _____	Date of the ORS/BURS: _____
 <u>MS VANESSA E. RAMOSIO</u> Admin Officer V, FMD/Acting Chief Accountant	Amount : _____



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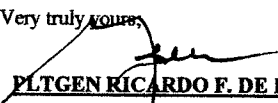
Stock/Property No.	Unit	Description	Quantity	Unit Cost	Amount
25	piece	GLUE stick, all purpose, gross weight: at least 22 grams; safe, acid free and non-toxic; clear and colorless when dry; handy twist up applicator	341	35.00	11,935.00
26	box	INDEX TAB, self-adhesive, color: transparent clear 5 pcs/box	88	120.00	10,560.00
27	piece	DATA FILE BOX, LARGE size, made of chipboard with closed ends, color: blue	147	250.00	36,750.00
28	piece	MARKER, HIGHLIGHTER, anti-dry out technology: 4 hours dry-out protection, water-based ink, pen thickness: 6mm	162	60.00	9,720.00
29	piece	MARKER, whiteboard, black, felt tip, bullet type	297	30.00	8,910.00
30	piece	MARKER, whiteboard, blue, felt tip, bullet type	223	30.00	6,690.00
31	piece	MARKER, whiteboard, red, felt tip, bullet type	240	30.00	7,200.00
32	piece	MARKER, PERMANENT, bullet type, black	331	30.00	9,930.00
33	piece	MARKER, PERMANENT, bullet type, blue	313	30.00	9,390.00
*****MORE TO FOLLOW*****			***Page 5***		

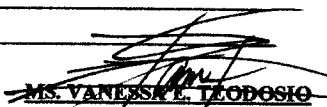
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Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
34	piece	MARKER, PERMANENT, bullet type, red	316	30.00	9,480.00
35	unit	MOUSE, OPTICAL, USB CONNECTION TYPE, 1 unit in ind	37	350.00	12,950.00
36	unit	MOUSE, WIRELESS, USB, silent clicks, smooth tracking, 1,000dpi,	45	700.00	31,500.00
37	pad	NOTE PAD, stick on, 50mm x 76mm (2" x 3") min (assorted colors)	447	30.00	13,410.00
38	pad	NOTE PAD, stick on, 76mm x 100mm (3"x4") min (assorted colors)	363	50.00	18,150.00
39	pad	NOTE PAD, stick on, 76mm x 76mm (3" x 3") min (assorted colors)	452	40.00	18,080.00
40	box	PAPER CLIP, vinyl/plastic coat, length: 33mm min 100 pcs/box	357	40.00	14,280.00
41	box	PAPER CLIP, vinyl/plastic coat, length: 50mm min 100 pcs/box	341	50.00	17,050.00
*****MORE TO FOLLOW*****			***Page 6***		

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