



PURCHASE ORDER
DSWD MIMAROPA Region
 Entity Name

Order No: JAEGO GENERAL MERCHANDISE	P.O. No: 2024-04-0214
Address: San Miguel Boac, Marinduque	Date: April 23, 2024
Phone: 102-219-005-000	Mode of Procurement: SHOPPING B

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

Delivery Term: Full Term
Payment Term: 15-30 days upon final inspection

Stock/Inventory No	Unit	Description	Quantity	Unit Cost	Amount
1	ream	PAPER, Multi-purpose, A4 70gsm (Valiant)	20	188.00	3,760.00
2	ream	PAPER, Multi-purpose, Legal 70gsm (Valiant)	20	210.00	4,200.00
3	piece	PENCIL, Lead with eraser (Mongol)	25	120.00	3,000.00
4	bottle	INK BOTTLE, EPSON 001, Black	20	205.00	4,100.00
5	bottle	INK BOTTLE, EPSON 001, Magenta	10	205.00	2,050.00
6	bottle	INK BOTTLE, EPSON 001, Yellow	10	205.00	2,050.00
7	bottle	INK BOTTLE, EPSON 001, Cyan	10	205.00	2,050.00
8	piece	BALLPEN Gel pen Black (Sunbeam)	200	16.00	3,200.00
9	piece	BALLPEN Gel pen Blue (Sunbeam)	50	16.00	800.00
10	piece	CORRECTION TAPE, 6mm	50	18.00	900.00
11	piece	RECORD BOOK, 300 leaves (Vision)	10	59.00	590.00
12	pad	SIGN HERE TEXT 5 in 1	50	70.00	3,500.00
13	piece	STAMP PAD No. 3	10	45.00	450.00
14	piece	STAPLE WIRE REMOVER, Pier Type (Joy)	10	90.00	900.00
15	box	STAPLE WIRE, Standard (TM)	10	27.00	270.00
16	piece	STAPLER, Standard (TM/MGK)	10	80.00	800.00
17	piece	EXPANDED FOLDER, Long, green (PIX)	50	20.00	1,000.00
18	piece	EXPANDED FOLDER, Long, red (PIX)	50	20.00	1,000.00
19	piece	EXPANDED FOLDER, Long, yellow (PIX)	100	20.00	2,000.00
20	piece	EXPANDED FOLDER, Long, pink (PIX)	100	20.00	2,000.00
21	piece	EXPANDED FOLDER, Long, orange (PIX)	100	20.00	2,000.00
22	piece	EXPANDED ENVELOPE, Pink (Paper Fox)	20	14.00	280.00
23	piece	EXPANDED ENVELOPE, Green (Paper Fox)	20	14.00	280.00
24	piece	EXPANDED ENVELOPE, Red (Paper Fox)	20	14.00	280.00
25	piece	EXPANDED ENVELOPE, Yellow (Paper Fox)	20	14.00	280.00
26	piece	EXPANDED ENVELOPE, Orange (Paper Fox)	20	14.00	280.00
27	piece	EXPANDED ENVELOPE, Long, brown (Paper Fox)	100	14.00	1,400.00
28	piece	PUNCHER, Two hole adjustable paper gauge with punch tool (TM/MGK)	5	145.00	725.00
29	piece	TAPE DISPENSER, Big Heavy duty (TM/MGK)	5	87.00	435.00
30	bottle	STAMP PAD INK, 50ml, Blue (Joy)	10	40.00	400.00
31	bottle	STAMP PAD INK, 50ml, Black (Joy)	5	40.00	200.00
32	bottle	Glue, All purpose 240g	10	40.00	400.00
33	piece	WHITEBOARD MARKER, Fine tip, 1.0mm Black (Flex)	5	17.00	85.00
34	piece	TWO (2) HOLE METAL PENCIL SHARPEKER WITH CONTAINER (MGK)	36	260.00	9,360.00
35	piece	RULER, Twelve (12) inches Flexible (Joy/Prince)	36	8.00	288.00
36	piece	SCISSOR, 8 inches (TM/Master)	10	45.00	450.00

>>>> NOTHING FOLLOWS <<<<<

Approved Budget for the Contract: Pnp64 265.00
 PR No. 2024-03-0214
 Purpose: Purchase & Delivery of Office Supplies for the use of AICS
 Staff in SWADT Marinduque Office for the 1st Semester of CY-2024
 Prepared by: Dave T. Cordaro

55,813.00

(Total Amount in Words)	Fifty-Five Thousand Eight Hundred Thirteen Pesos Only	55,813.00
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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 items.

Conforme

[Signature]
AGNES C. COO
 Signature over Printed Name of Supplier

Very truly yours,
[Signature]
LEONARDO C. REYNOSO, CESO III
 Signature over Printed Name of Authorized Regional Director

Date: **5/3/24**

Fund Cluster: 1	<i>[Signature]</i> REYNOLD WILBERT L. TONGDO Signature Over Printed Name of Accountant in Charge Accounting Section
Funds Available: 7,350,000.00	

ORS/BURS No. 72 00 01 2024 001 001
Date of the ORS/BURS: 5/3/24
Amount: P 55,813.00

NOTICE OF AWARD

Date _____

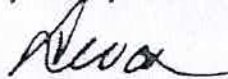
MS. MELCHAN J. GO
Owner
JAEGO GENERAL MERCHANDISE
San Miguels Boac Marinduque

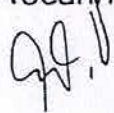
Dear Ms. Go:

We are pleased to inform you that the RFQ No. 2024-03-0284 for the "Purchase & Delivery of Office Supplies for the use of AICS Staff in SWADT Marinduque Office for the 1st Semester of CY-2024" is hereby awarded to you as the Lowest Calculated & Responsive Bid at a Contract Price equivalent to Fifty-Five Thousand Eight Hundred Thirteen Pesos Only (Php 55,813.00). ^

Please signify your conformity by signing below and transmitting a signed copy to us

Very truly yours,


LEONARDO C. REYNOSO, CESO III
Regional Director
Head of the Procuring Entity

Conforme: 

AGNES S. GO

(Signature over Printed Name of Bidder's Authorized Representative)

JAEGO GENERAL MERCHANDISE

Date: 5/3/24