

AGRICULTURAL STATE COLLEGE  
PURCHASE ORDER

Document No. BASC PRO QSF 04

Rev No. 00

Effectivity Date 06/03/2019

LAPIS AT IBA PA  
VICENTE MALOLOS BULACAN

P.O. No. 2021-11-595

Date 11/02/2021

Mode of Procurement Shopping

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

Place of Delivery	Delivery Term
Date of Delivery	Payment Term

Item No	Quantity	Unit	Articles & Description	Unit Cost	Amount
31	5	pcs	Permanent Marker, Blue	38.50	192.50
32	2	pcs	Heavy Duty Puncher	210.00	420.00
33	15	pcs	Record Book 300pp	102.00	1,530.00
34	17	pcs	Record Book 500pp	112.00	1,904.00
35	6	box	Rubber Band 70mm	15.00	90.00
36	10	pcs	Rubber Eraser	15.00	150.00
37	2	pcs	Ruler Plastic	7.00	14.00
38	3	pcs	Scissors, heavy duty	70.00	210.00
39	17	pcs	Sign pen, Black	74.75	1,270.75
40	12	pcs	Sign pen, blue	74.75	897.00
41	8	pcs	Sign pen Black 0.5	24.75	198.00
42	5	pcs	Sign pen Black 0.5	24.75	123.75
43	6	pcs	Sign pen Black 0.5	24.75	148.50
44	10	pack	Specialty paper white, legal	20.75	207.50
45	2	pcs	Stamp pad	32.00	64.00
46	5	pcs	Stamp pad Ink, Purple	26.00	130.00
47	9	pcs	Staple wire remover, plier	59.75	537.75
48	12	box	Staple wire standard	59.00	708.00
49	3	pcs	Stapler HD	399.00	1,197.00
50	11	pack	Sticker Paper Glossy A4	37.50	412.50
51	20	pack	Sticker paper matte A4	37.50	750.00
52	3	pcs	Tape Dispenser 24mm	108.00	324.00
53	14	roll	Tape Transparent 1"	18.00	252.00
54	8	roll	Tape Transparent 2"	64.50	516.00
55	2	roll	Double sided tape 1"	36.50	73.00
56	15	roll	Transparent tape 2m (24mmx50m)	83.75	1,256.25
57	11	pack	Whiteboard Marker Black	57.50	632.50
58	6	pcs	Whiteboard Marker Red	57.50	345.00
59	5	roll	Plastic Cover 5m	59.00	295.00
60	4	pcs	Corkboard 4x6	2,688.00	10,752.00
61	10	pcs	Certificate Holder (short)	38.00	380.00
Grand total					34,997.25
Total Amount in Words: Sixty thousand nine hundred seventy eight pesos and twenty five centavos					60,978.25

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

*Buccat*  
Beverly Grace C. Buccat

Very truly yours,

*JAMESON H. TAN, Ed. D.*  
SUC President III

Conforme DLBB PAPEL LAPIS AT IBA PA

COMMISSION ON AUDIT  
**RECEIVED**  
ON 11/02/21  
BY *JH*

(Signature over printed name)

11-02-21

Date

Goods Available