

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	roll	Acetate, 50 meters	2 ✓	1,980.00	3,960.00
2	can	Ballpen, black	5 ✓	250.00	1,250.00
3	pack	Battery Double AA	75 ✓	59.75	4,481.25
4	pack	Battery Triple AAA	35 ✓	63.00	2,205.00
5	box	Carbon film legal	3 ✓	910.00	2,730.00
6	pack	Cartolina, assorted colors	1 ✓	140.00	140.00
7	pcs	Clearbook 20 transparent pockets, A4	10 ✓	45.00	450.00
8	pcs	Clearbook 20 transparent pockets, legal	10 ✓	52.00	520.00
9	box	Clip backfold, 50mm	40 ✓	94.00	3,760.00
10	box	Clip, backfold, 19mm	40 ✓	18.00	720.00
11	box	Clip, backfold, 25mm	40 ✓	27.00	1,080.00
12	box	Clip, backfold, 32mm	40 ✓	38.00	1,520.00
13	ream	Copy paper A3	10 ✓	397.00	3,970.00
14	ream	Copy paper short	25 ✓	245.00	6,125.00
15	piece	Correction Tape, 8 meters	140 ✓	27.50	3,850.00
16	piece	Cutter/Utility Knife	15 ✓	38.00	570.00
17	pcs	Data file box	50 ✓	140.00	7,000.00
18	piece	Dater	7 ✓	32.00	224.00
19	box	Envelope, Expanding kraft, 100 pcs	3 ✓	1,380.00	4,140.00
20	pcs	Envelope, Expanding plastic	50 ✓	45.00	2,250.00
21	box	Fastener, metal	30 ✓	84.00	2,520.00
22	piece	File Organizer, Expanding	20 ✓	198.00	3,960.00
23	piece	Folder Colored	100 ✓	11.50	1,150.00
24	piece	Folder plastic, Long	30 ✓	18.50	555.00
25	piece	Folder sliding, Short	20 ✓	9.50	190.00
26	pack	Folder with Tab, Legal	5 ✓	6.75	33.75
27	pack	Folder, Brown Ordinary Long 100 pcs/pack	3 ✓	550.00	1,650.00
28	pcs	Folder, Expanded long	300 ✓	22.00	6,600.00
29	pcs	Folder, Sliding long	150	10.50	1,575.00
30	box	Index Tab, transparent	20 ✓	98.00	1,960.00
31	pcs	Laminating film	20 ✓	798.00	15,960.00
32	pcs	Linen paper long	5 ✓	38.75	193.75
33	pcs	Linen paper short	5 ✓	32.75	163.75
34	pcs	Manila Paper	15 ✓	4.75	71.25
35	set	Marker Fluorescent	50 ✓	34.00	1,700.00
36	pcs	Marker, whiteboard black	50 ✓	58.00	2,900.00
37	pcs	Marker, whiteboard blue	24 ✓	58.00	1,392.00
38	pcs	Marker, whiteboard red	24 ✓	58.00	1,392.00
39	piece	Marking pen, Ink, white board	17 ✓	136.00	2,312.00
40	set	Metal filing tray 3 layers	5 ✓	476.00	2,380.00
41	pad	Note pad stick on 2x3	75 ✓	18.00	1,350.00
42	pad	Note pad stick on 3x3	70 ✓	24.00	1,680.00
43	pad	Note pad stick on 3x4	50 ✓	28.00	1,400.00
44	pad	Pad Paper	10 ✓	32.75	327.50
45	box	Paper clip, vinyl, 50mm	60 ✓	21.00	1,260.00
46	box	Pencil	30 ✓	115.00	3,450.00
47	pcs	Pencil, mechanical	10 ✓	19.75	197.50
48	pcs	Permanent marker, ink	10 ✓	85.00	850.00



Republic of the Philippines

**BULACAN AGRICULTURAL STATE COLLEGE****PURCHASE ORDER**

Document No.:BASC-PRO-QSF-04

Rev. No.: 00

Effectivity Date: 06/03/2019

Supplier: DLBB PAPEL LAPIS AT IBA PA P.O. No: 2023-06-354

Address: SAN VICENTE, POBLACION Date: 6/6/2023

MALOLOS CITY, BULACAN

TIN: Mode of Procurement : Shopping

Gentlemen:

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

Place of Delivery: \_\_\_\_\_

Delivery Term: 30 days \_\_\_\_\_

Date of Delivery: \_\_\_\_\_

Payment Term: \_\_\_\_\_



Republic of the Philippines

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Date of Delivery: \_\_\_\_\_

Payment Term: \_\_\_\_\_

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
49	pcs	Philippine flag standard size	3	589.00	1,767.00
50	roll	Plastic cover	3	990.00	2,970.00
51	pcs	Puncher heavy duty	10	231.00	2,310.00
52	box	Push pin	18	30.00	540.00
53	book	Record Book, 300 pages	20	116.00	2,320.00
54	book	Record Book, 500 pages	20	154.00	3,080.00
55	pcs	Ring binder 0.5"	40	15.00	600.00
56	pcs	Ring binder 1"	40	46.00	1,840.00
57	pcs	Ring binder 1.5"	40	67.00	2,680.00
58	pcs	Ring binder 2"	40	84.00	3,360.00
59	pcs	Ruler plastic 12"	18	15.00	270.00
60	pcs	Scissors heavy duty	45	70.00	3,150.00
61	pcs	Sign pen black	60	24.00	1,440.00
62	pcs	Sign pen blue	60	24.00	1,440.00
63	pcs	Sign pen green	36	24.00	864.00
64	pcs	Sign pen red	60	24.00	1,440.00
65	pcs	Stamp pad felt	18	32.75	589.50
66	box	Staple wire #10	10	8.00	80.00
67	pcs	Stapler heavy duty	2	490.00	980.00
68	piece	Tape Dispenser, table top	10	112.00	1,120.00
69	pcs	Tape, electrical	10	19.75	197.50
70	roll	Tape, packaging 48mm	20	64.50	1,290.00
71	roll	Tape, transparent 24mm	50	21.50	1,075.00
72	roll	Tape, transparent 48mm	20	64.50	1,290.00
73	roll	Tape, masking 24mm	20	54.00	1,080.00
74	roll	Tape, masking 48mm	20	87.00	1,740.00
75	box	Thumbtacks	10	9.75	97.50
76	pcs	USB Flashdrive 32GB	10	275.00	2,750.00
<b>Total:</b>					

**Total Amount in Words:** One hundred fifty two thousand four hundred seventy nine and twenty five cents only. **152,479.25**

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:

Beverly Grace C. Buccat

**DLBB PAPEL LAPIS AT IBA PA**

Signature over printed name of Supplier

June 23, 2023

Date

Very truly yours,

  
**JAMESON H. TAN, CESE**

Signature Over Printed Name of Authorized Official

SUC President III

Designation

Fund Cluster: \_\_\_\_\_

Funds Available: \_\_\_\_\_

  
**MA. DOLORES G. BERSAMINA**

Accountant III

Signature over Printed Name of Chief Accountant/Head of  
Accounting Divisions/Unit **6/20**ORS/BURS No.: 101-23-6-739Date of the ORS/BURS: 6-4-2023Amount: Php 152,479.25COMMISSION ON AUDIT  
RECEIVED

JUN 26 2023

SIGNATURE: