



## PURCHASE ORDER

Supplier : **KAC GENERAL MERCHANDISE AND CATERING SERVICES**

P.O. Number: **2023114779**

Address : **PRK. 3, TABA, CARMEN, DAVAO DEL NORTE**



**O2023114779E9F467C5D**

PhilGEPS Registration No. : **172984**

Tel./Fax No. : **09204864753**

Registration Certificate : **DTI**

Date : **Nov 24, 2023**

P.R. No. : **2023106226**

Procurement mode: **Shopping B (Regular Purchase)**

Req. Office : **Vice Governor's Office**

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

Date of Delivery : 11-29-2023 Payment Term : **ON ACCOUNT**

Delivery Term: **7 Calendar Days**

Place of Delivery : **PGSO Warehouse**

I.N.	Quantity/Unit	Item	Unit Cost	Amount
1	350.00 REAM	BOND PAPER 8.5X13" LEGAL SIZE 20/70 GSM WHITE	200.00	70,000.00
2	150.00 REAM	BOND PAPER 216X279MM A4 SIZE ULTRA WHITE	200.00	30,000.00

Remarks :

- SUPPLIERS MUST SPECIFY BRAND IN SUBMITTING QUOTATION.
- OFFICE SUPPLIES BE DELIVERED TO SPECIFIED ADDRESS IN AGREED DATE.

Green Procurement Terms and Conditions

**COPIERS/PRINTER**

- The supplier shall supply products which comply with the latest version of the International ENERGY STAR requirements (currently version 2.0 for Imaging Equipment).
- The supplier shall supply products which contain user instructions for green performance management.
- The supplier shall supply products which must be capable of using recycled content paper without voiding the manufacturer's warranty.
- The supplier shall supply the products in recyclable packages and shall provide a packaging take-back service.

**MULTICOPY PAPER**

- The supplier shall supply paper which is at least Elemental Chlorine Free (ECF).
- Wrapping by ream should be made of at least 50% biodegradable material, no 100% single-use plastic wrapping. For bulk orders, carton box shall be used for packing.

The award is based on Abstract No. **1120234505** created on **November 16, 2023** under Quotation No. **C20236125** opened on **November 09, 2023**

**PURCHASE OF OFFICE SUPPLIES FOR LEGISLATION (OFFICE OF BM ROBERT L. SO)**

Grand Total Amount in Words : **ONE HUNDRED THOUSAND AND XX / 100**

GRAND TOTAL : **₱ 100,000.00**

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.

I hereby conform that **NOTICE TO DELIVER** shall be served to the **PLACE OF DELIVERY** stated herein three (3) days before the actual delivery of the item/s covered by this Purchase Order.

Conforme :

Aileen D. Zulueña

(Signature over printed name)

11-29-2023  
(Date)

Very truly yours,

By the Authority of the Governor:

Gale Guadalupe G. Mortillero  
GALE GUADALUPE G. MORTILLERO, MSLRG, MHRM  
Assistant Provincial Administrator (Administration)  
**EDWIN I. JUBAHIB**  
Governor

NOTE: This is an important paper and will cause great inconvenience if lost. Claim for payment from the Provincial Treasurer supported by this form to be attached to the voucher.

GLOBERT M. GREGORIO