




Republic of the Philippines
Province of Davao del Norte
 Government Center, Mankilam, Tagum City

PURCHASE ORDER

Supplier : MIRCOPY GENERAL MERCHANDISE Address : ASUNCION DAVAO DEL NORTE PhilGEPS Registration No. : 20100231777999752982 Tel./Fax No. : 09209458018 Registration Certificate : DTI	P.O. Number: 2022051944  20220323621D0AF3B390 Date : May 06, 2022 P.R. No. : 2022032362 Procurement mode: Shopping B (Regular Purchase)
Req. Office : Provincial General Services Office	

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

Date of Delivery : _____ Payment Term : ON ACCOUNT Place of Delivery : PGSO Warehouse	Delivery Term: 10 Calendar Days
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I.N.	Quantity/Unit	Item	Unit Cost	Amount
17	1.00 PACK	FOLDER FILE LEGAL SIZE, TAGBOARD EQUIVALENT, 100'S	590.00	590.00
18	24.00 PC	FOLDER, FILING LONG (MOROCCO)	18.00	432.00
19	24.00 PC	FOLDER, FILING SHORT (MOROCCO)	18.00	432.00
20	3.00 CAN	FRESHENER, CAR (CITRUS AND LEMON SCENT)	180.00	540.00
21	3.00 PC	FRESHENER, WIZARD DUAL ACTION SUNPLASH	180.00	540.00
22	2.00 PAIR	GLOVES RUBBER, HEAVY DUTY	170.00	340.00
23	15.00 BOT	HAND SOAP W/ MOISTURE	215.00	3,225.00
24	5.00 CART	INK # 680 (BLACK)	680.00	3,400.00
25	5.00 PC	INK # 680 (TRICOLOR)	680.00	3,400.00
26	3.00 CART	INK #745	980.00	2,940.00
27	3.00 PC	INK 746 FOR IP2870	1,200.00	3,600.00
28	1.00 UNIT	LOGITECH WIRELESS (MOUSE & KEYBOARD)	590.00	590.00
29	1.00 PC	MAGIC TAPE 1"	140.00	140.00
30	5.00 PC	MARKER WYTEBOARD (BLACK)	45.00	225.00
31	1.00 PC	MOSQUITO SPRAY 500 ML	490.00	490.00
32	10.00 PAD	NOTE PAD (3 X 5) YELLOW	60.00	600.00

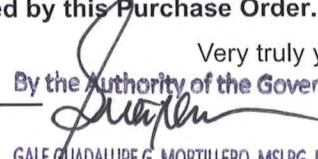
Sub-Total : 26,524.00

For Requisition of Common-Use goods for 1st quarter of FY 2022 of PEO - Equipment Pool Management	GRAND TOTAL : ₱ 109,059.00
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Grand Total Amount in Words : **ONE HUNDRED NINE THOUSAND FIFTY-NINE AND XX / 100**

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 : _____ (Signature over printed name)	Very truly yours, By the Authority of the Governor:	EDWIN I. JUBAHIB Governor
_____ (Date)	 GALE GUADALUPE G. MORTILLERO, MSLRG, MHRM Assistant Provincial Administrator (Administration)	

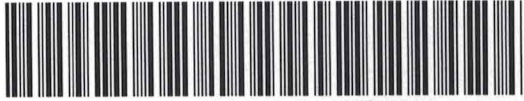
NOTE: This is an important paper and will cause great inconvenience if lost. Claim for payment from the Provincial Treasurer supported by this form to be attached to the voucher.

GLOBERT M. GREGORIO



Republic of the Philippines
Province of Davao del Norte
Government Center, Mankilam, Tagum City

PURCHASE ORDER

Supplier : <u>MIRCOPY GENERAL MERCHANDISE</u> Address : <u>ASUNCION DAVAO DEL NORTE</u> PhilGEPS Registration No. : <u>20100231777999752982</u> Tel./Fax No. : <u>09209458018</u> Registration Certificate : <u>DTI</u>	P.O. Number: 2022051944  20220323621D0AF3B390 Date : May 06, 2022 P.R. No. : 2022032362 Procurement mode: Shopping B (Regular Purchase)
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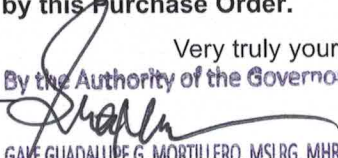
I.N.	Quantity/Unit	Item	Unit Cost	Amount
33	24.00 RM	PAPER BOOK (LONG) 70 GSM, HIGH WHITE, SUB. 20	210.00	5,040.00
34	15.00 RM	PAPER BOOK A4	198.00	2,970.00
35	3.00 BOX	PAPER CLIP (JUMBO SIZE, VINZYL COATED)	40.00	120.00
36	5.00 BOX	PAPER FASTENER NON-RUST METAL, HOLDS 25MM THICK FI	90.00	450.00
37	15.00 RM	PAPER PG, SHORT S-20	185.00	2,775.00
38	3.00 PC	PASTE DISHWASHING 400 G W/ FOAM	60.00	180.00
39	5.00 PC	PEN PENTEL ASSORTED COLORS, FINE	40.00	200.00
40	3.00 PC	PEN PENTEL BROAD - BLACK	42.00	126.00
41	20.00 PC	PEN SIGN 1 (0.5) BLACK	40.00	800.00
42	10.00 PAD	POST IT 3" X 4" YELLOW	53.00	530.00
43	1.00 BOX	RUBBER BAND #16 350G	198.00	198.00
44	2.00 PC	RULER PLASTIC, 305MM (12")	18.00	36.00
45	2.00 PC	SCISSOR STAINLESS 8", HEAVY DUTY	90.00	180.00
46	3.00 PC	STAMP PAD MEDIUM	90.00	270.00
47	1.00 PC	STAPLER WITH REMOVER H.D. #35	420.00	420.00
48	10.00 SHEET	STICK NOTE SELF-ADHESIVE & REMOVABLE (3X4 INCH, 7)	95.00	950.00
Sub-Total :				15,245.00

For Requisition of Common-Use goods for 1st quarter of FY 2022 of PEO - Equipment Pool Management	GRAND TOTAL : P 109,059.00
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Conforme : _____ (Signature over printed name)	Very truly yours, By the Authority of the Governor:	EDWIN I. JUBAHIB Governor
_____ (Date)	 GAYE GUADALUPE G. MORTILLERO, MSLRG, MHRM Assistant Provincial Administrator (Administration)	

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GLOBERT M. GREGORIO



PURCHASE ORDER

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Req. Office : Provincial General Services Office	

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I.N.	Quantity/Unit	Item	Unit Cost	Amount
1	30.00 BOT	ALCOHOL 70% ISOPROPHYL, 500ML	110.00	3,300.00
2	15.00 BOT	ALCOHOL, ETHYL 70% SMALL	64.00	960.00
3	48.00 PC	BALLPEN BP - 145 - F - L (RETRACTABLE)	70.00	3,360.00
4	50.00 PC	BALLPEN GOOD QUALITY-BLACK	6.00	300.00
5	5.00 PACK	BATTERY AA 4 PCS/PACK	90.00	450.00
6	5.00 PC	BATTERY AAA, SUPER HEAVY DUTY	90.00	450.00
7	5.00 pc	broom (native)	140.00	700.00
8	20.00 PC	CORRECTION PEN	90.00	1,800.00
9	15.00 PC	CORRECTION TAPE W/ GOOD QUALITY 12 METERS	50.00	750.00
10	15.00 PC	DEODORIZER TOILET 100G	60.00	900.00
11	5.00 BOX	DETERGENT, POWDER (BIG) 1 KL	140.00	700.00
12	3.00 PC	DUSTER, VONNEL	90.00	270.00
13	10.00 PC	ENVELOPE EXPANDING PLASTIC, WITH RUBBER STRAP, FOR	95.00	950.00
14	100.00 PC	EQUIPMENT LOGBOOK 9X12 HARDBOUND 180 PAGES	490.00	49,000.00
15	2.00 pc	Flash Drive 32GB	420.00	840.00
16	1.00 REAM	FOLDER BROWN LONG KRAFT	540.00	540.00
Sub-Total :				65,270.00

For Requisition of Common-Use goods for 1st quarter of FY 2022 of PEO - Equipment Pool Management	GRAND TOTAL : ₱ 109,059.00
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Conforme :  VIVIAN RIVAS (Signature over printed name) 5-24-22 (Date)	Very truly yours, By the Authority of the Governor:  GALE GUADALUPE G. MORTILLERO, MSLRG, MHRM Assistant Provincial Administrator (Administration)	EDWIN I. JUBAHIB Governor
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I.N.	Quantity/Unit	Item	Unit Cost	Amount
49	15.00 ROLL	TAPE MASKING 48MM 2" WIDTH, USABLE LENGTH OF 50	140.00	2,100.00
50	5.00 ROLL	PAPER TISSUE, 2 PLY	12.00	60.00
51	1.00 CART	TONER FOR 615/616/618/D/620/D/MP1500/1600LE/2000LE	4,900.00	4,900.00

Green Procurement Terms and Conditions

CLEANER FOR TIOLET/URINAL

1. The supplier shall provide a cleaner which is not chlorine based and does not contain inorganic acids, such as sodium hypochlorite and hypochlorite.
2. The supplier shall supply products with adequate instructions for proper use and disposal.

DISINFECTANT SPRAY

1. The supplier shall supply products which do not contain ethylene-diamine-tetra-acetate (EDTA) nor alkyl phenol ethoxylates (APEO).
2. The supplier shall supply products with detailed instructions on maximizing product performance and indications for the proper use and waste disposal.
3. The supplier shall supply product containing no Chlorofluorocarbon (CFC) or other ozone depleting substances.

LIQUID HAND SOAP

1. The supplier shall supply products which do not contain ethylene-diamine-tetra-acetate (EDTA) nor alkyl phenol ethoxylates (APEO), and active ingredients as linear alkybenzene sulfonate.
2. Purchase in sachets shall not be allowed.
3. The supplier shall supply products with adequate instructions for proper use and disposal.

MULTICOPY PAPER

Sub-Total : 7,060.00

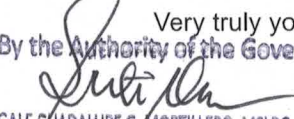
For Requisition of Common-Use goods for 1st quarter of FY 2022 of PEO - Equipment Pool Management	GRAND TOTAL : ₱ 109,059.00
Grand Total Amount in Words : ONE HUNDRED NINE THOUSAND FIFTY-NINE AND XX / 100	

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Conforme : _____
 (Signature over printed name)

 (Date)

Very truly yours,
 By the Authority of the Governor:

GALE GUADALUPE G. MORTILLERO, MSLRG, MHRM
 Assistant Provincial Administrator (Administration)


EDWIN I. JUBAHIB
 Governor

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I.N.	Quantity/Unit	Item	Unit Cost	Amount
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- The supplier shall supply paper which is at least Elemental Chlorine Free (ECF).
- Wrapping by rean 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.

TOILET PAPER

- The supplier shall supply paper which is at least Elemental Chlorine Free (ECF).
- The core as well as any paper wrapping and carton box packing must be strong enough for storage and transit.

The award is based on Abstract No. **0420221977** dated **April 19, 2022** under Quotation No. **20222492C** opened on **April 13, 2022**


Sub-Total : 0.00

For Requisition of Common-Use goods for 1st quarter of FY 2022 of PEO - Equipment Pool Management	GRAND TOTAL : ₱ 109,059.00
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Conforme :



(Signature over printed name)

5-24-22

(Date)

Very truly yours,
By the Authority of the Governor:

GALE GUADALUPE G. MORTILLERO, MSLRG, MHRM
Assistant Provincial Administrator (Administration)

EDWIN I. JUBAHIB
Governor

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