

Secretary, Central Office  
**Purchase Order**

COE PA 117

#0744

**Supplier:** MOSTACO MARKETING  
**Address:** 118 Almeria Building Maricielo Villas Casimiro Avenue corner, Quirino Avenue Barangay Pulang Lupa Uno, 1742  
**TIN:** 915524116000  
**Tel.No.:** 2-8694770  
**Fax No.:**  
**Mode of Procurement:** Shopping 52.1b  
**Month:** October  
**Fund Cluster:** 01 - Regular Agency Fund  
**Funding Source:** 01101101 - Specific Budgets of National Government Agencies

**PO No.:** 01-20001-PO-2020-10-00006  
**PO Date:** 19 OCT 2020  
**Bank Name:**  
**Bank/Branch:**  
**Bank A/C No.:**  
**Account Type:**  
**PR No.:** 01-20001-PR-2020-06-00093

10/30

Sir/Madam:

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

**Delivery Terms:** 15 working days upon receipt of Purchase Order

**Payment Terms:** Within 15 to 30 days upon complete submission of supporting documents

No	Unit	Description	Quantity	Unit Cost	Amount
1	Piece	Folder, data with lock , finger ring & Clear Plastic pockets for labels, 3"x 9"x 5" OFFER: DOC ARCH FILE HORIZONTAL 3 X 9 X 15 (W/O CLEAR PLASTIC POCKETS)	300.00	120.00	36,000.00
2	Box	Clip, backfold, all metal, 32mm, 12 pcs/bx OFFER: CLIP FOLD BACK 1 1/4"	250.00	28.00	7,000.00
3	Box	Clip, backfold all metal , 19mm, 12 pcs/bx OFFER: CLIP FOLD BACK 3/4"	200.00	11.00	2,200.00
4	Box	Clip, backfold ,all metal, 25mm, 12 pcs./box OFFER: CLIP FOLD BACK 1"	200.00	18.00	3,600.00
5	Box	Clip, backfold, all metal, 50 mm, 12 pcs/bx OFFER: CLIP FOLD BACK 2"	250.00	63.00	15,750.00
6	Pack	Indicator tag, with text " Please Sign", 50s OFFER: POST IT ORD SIGN HERE	400.00	70.00	28,000.00
7	Pack	Indicator tag, plain , asstd. COlor , 50s OFFER: INDICATOR FLAGLETS JINKS ARROW	260.00	48.00	12,480.00
8	Piece	ID Jacket with string, 3 X 4 OFFER: ID JACKET W/ ELASTIC STRING 3 X 4	1,005.00	15.00	15,075.00
<b>Total</b>					<b>120,105.00</b>
<b>(Total Amount in Words)</b>		<b>**ONE HUNDRED TWENTY THOUSAND ONE HUNDRED FIVE PESOS AND 00/100**</b>			

Conforme:

Very truly yours,

JOSEPH BANGAL

CAMILO G. GUDMALIN

Signature over Printed Name of Supplier

Signature over Printed Name of Authorized Official

11/01/2020

Date

**Undersecretary for Standards and Capacity Building**

Designation

**Delivery Schedule**

No	Description	Delivery Date From	Delivery Date To	Place of Delivery	Quantity
1	Folder, data with lock , finger ring & Clear Plastic pockets for labels, 3"x 9"x 5" OFFER: DOC ARCH FILE HORIZONTAL 3 X 9 X 15 (W/O CLEAR PLASTIC POCKETS)	10/01/2020	10/31/2020		300.00
2	Clip, backfold, all metal, 32mm, 12 pcs/bx OFFER: CLIP FOLD BACK 1 1/4"	10/01/2020	10/31/2020		250.00
3	Clip, backfold all metal ,19mm, 12 pcs/bx OFFER: CLIP FOLD BACK 3/4"	10/01/2020	10/31/2020		200.00
4	Clip, backfold ,all metal, 25mm, 12 pcs./box OFFER: CLIP FOLD BACK 1"	10/01/2020	10/31/2020		200.00
5	Clip, backfold, all metal, 50 mm, 12 pcs/bx OFFER: CLIP FOLD BACK 2"	10/01/2020	10/31/2020		250.00
6	Indicator tag, with text " Please Sign", 50s OFFER: POST IT ORD SIGN HERE	10/01/2020	10/31/2020		400.00
7	Indicator tag, plain , asstd. Color , 50s OFFER: INDICATOR FLAGLETS JINKS ARROW	10/01/2020	10/31/2020		260.00
8	ID Jacket with string, 3 X 4 OFFER: ID JACKET W/ ELASTIC STRING 3 X 4	10/01/2020	10/31/2020		1,005.00

*off*

*Obje # 2020-10-10207  
10/8/20  
01-0110101  
\$120,105.00*

*mat*

Certified as to Fund Source and in accordance with the approved Work Order (No. \_\_\_\_\_) of the Department of Budget and Finance.

Appropriation: \_\_\_\_\_

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

Allotment: \_\_\_\_\_

#A/P: \_\_\_\_\_

10/31/20

Division Chief, FMS Budget Division YOC