



PURCHASE ORDER
BUREAU OF AGRICULTURAL AND FISHERIES ENGINEERING (BAFE)

Supplier : JDR TRADING SERVICES	P.O. No. : 07-24
Address : 312 Tindalo St., Sucat, Muntinlupa City	Date : March 22, 2024
Email: jes.mae.cruz@gmail.com	Mode of Procurement : Shopping ✓
PRAS/PR No.: 24-055 & 24-064	End-User : BAFE-SRED ✓

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

Place of Delivery : BAFE Office, Sugar Center, Annex II Bldg., North Avenue, Diliman, Quezon City
Delivery Term : FOB Destination
Date of Delivery : Within thirty (30) calendar days upon receipt of the Purchase Order
Payment Term : 30 WD

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount (PHP)
		SUPPLY AND DELIVERY OF NON-PS OFFICE SUPPLIES FOR 1ST QUARTER CY 2024 (LOT No. 5)			
		LOT 5 : SRED - SUPPLY AND DELIVERY OF SRED OFFICE SUPPLIES FOR FY 2024			
	pack	Gold Notarial Seal	5	200.00	1,000.00
	pack	Specialty Paper	130	38.00	4,940.00
	bottle	INK, for stamp pad	5	37.00	185.00
	jar	GLUE, all-purpose	5	66.00	330.00
	box	STAPLE WIRE, heavy duty (binder type), 23/13	5	47.00	235.00
	box	STAPLE WIRE, standard	5	44.00	220.00
	roll	TAPE, masking, 24mm	5	39.00	195.00
	roll	TAPE, masking, 48mm	5	62.00	310.00
	roll	TAPE, packing, 48mm	5	58.00	290.00
	roll	TAPE, transparent, 24mm	5	28.00	140.00
	box	CLIP, backfold, 25mm	20	29.00	580.00
	box	CLIP, backfold, 32mm	20	30.00	600.00
	box	CLIP, backfold, 50mm	20	92.00	1,840.00
	piece	CORRECTION TAPE	20	24.00	480.00
	piece	DATA FILE BOX	10	134.00	1,340.00
	piece	DATER STAMP	4	497.00	1,988.00
	box	ENVELOPE, Expanding, Plastic	2	88.00	176.00
	box	FASTENER	5	46.00	230.00

bundle	FOLDER, Fancy with slide, legal	5	212.00	1,060.00
piece	MARKER, Whiteboard, Black	5	39.00	195.00
piece	MARKER, Whiteboard, Blue	5	39.00	195.00
piece	MARKER, Whiteboard, Red	5	39.00	195.00
box	PAPER CLIP, vinyl/plastic coated	40	21.00	840.00
box	PENCIL, lead/graphite with eraser	10	85.00	850.00
piece	STAMP PAD, felt	2	82.00	164.00
piece	STAPLER, standard type	2	140.00	280.00
pad	NOTEPAD, stick-on, 50mm x 76mm	10	29.00	290.00
pad	NOTEPAD, stick-on, 76mm x 100mm	10	50.00	500.00
pad	NOTEPAD, stick-on, 76mm x 76mm	10	38.00	380.00
piece	STENO NOTEBOOK	20	30.00	600.00
ream	PAPER, MULTICOPY A4	102	232.00	23,664.00
ream	PAPER MULTICOPY LEGAL	10	246.00	2,460.00
ream	PAPER, MULTIPURPOSE LEGAL, 80 gsm, 500/ream	10	246.00	2,460.00
book	RECORD BOOK, 300 PAGES	5	180.00	900.00
book	RECORD BOOK, 500 PAGES	5	165.00	825.00
pack	Photo paper	40	112.00	4,480.00
pack	Sign here (Tape Flag)	50	100.00	5,000.00
roll	Double-sided tape	3	26.00	78.00
			Grand Total	60,300.00
(Total Amount in Words)		Sixty Thousand Three Hundred Pesos Only		

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:

Very truly yours,





JESSICA MAE CRUZ - DELOS REYES

ENGR. ARIODNAR C. RICO

Proprietar

Director IV, BAPE

March 27, 2024

Date

Fund Cluster: 01
Funds Available: 60300 in earmarked account

ORS/BURS No.:
Date of the ORS/BURS:

MR. NELSON A. AGUIRRE
Accountant (I)

Amount:

04 2024 Budget
05-001-02-0000-04-B
31040100004000
50103010-02
121 324,40 due on 04/05/24

04 2024 Budget
05-001-02-0000-04-B
31040100004000
50103010-02
15,000.00 due on 04/05/24