

**PURCHASE ORDER**  
CRIMINAL INVESTIGATION AND DETECTION GROUP (CIDG)

Entity Name

Supplier : <b>JORCAT GENERAL MERCHANDISE</b>	P.O. No. <b>10-26-02-2022</b>
Address : <b>155B K-2nd Street Kamuning, Quezon City</b>	Date :
TIN :	Mode of Procurement : <b>Public Bidding</b>
Gentlemen:	

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

Place of Delivery : <b>Camp Crame, Quezon City</b>	Delivery Term : <b>Seven (7) working days</b>
Date of Delivery :	Payment Term : <b>Charged</b>

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	pack	Folder,with TAB, Legal	249	321.36	80,018.64
2	box	SIGN PEN, BLACK, liquid;/gel ink,0.5mm needle tip	200	34.48	6,896.00
3	box	SIGN PEN, BLUE, liquid;/gel ink,0.5mm needle tip	200	34.48	6,896.00
4	box	SIGN PEN, RED, liquid;/gel ink,0.5mm needle tip	100	34.48	3,448.00
5	box	STAPLE WIRE, HEAVY DUTY,23/13	150	19.74	2,961.00
6	bottle	Computer Ink (Ink Bottle Refill Black)	300	244.78	73,434.00
7	bottle	Computer ink (ink bottle refill Cyan)	250	274.69	68,672.50
8	bottle	Computer ink (ink bottle refill Magenta)	250	274.69	68,672.50
9	bottle	Computer ink (ink bottle refill Yellow)	250	274.69	68,672.50
10	piece	Clearbook, A4 Size	200	39.78	7,956.00
11	box	Clip Backfold, 19mm	150	9.05	1,357.50
12	box	Clip Backfold, 25mm	150	15.27	2,290.50
13	box	Clip Backfold, 32mm	100	20.80	2,080.00
14	box	Clip Backfold, 50mm	100	47.84	4,784.00
15	ream	PAPER, MULTICOPY, 80gsm,size:210mmx297mm (A4)	550	146.00	80,300.00
16	jar	Glue, 200 grams	200	62.10	12,420.00
17	piece	Marker, Permanent, bullet type, black	300	8.98	2,694.00
18	piece	Marker, Permanent, bullet type, blue	300	8.98	2,694.00
19	ream	PAPER, MULTICOPY, 80gsm,size:216mmx30mm (legal)	500	181.42	90,710.00
20	box	PENCIL, LEAD with ERASER,12 pieces per box	100	20.79	2,079.00
21	piece	PUNCHER,paper, heavy duty, with two hole guide,1	35	131.96	4,618.60
22	piece	Record book, 300 pages ,size: 214mmx278mm min	250	69.55	17,387.50
23	piece	Record book,500 pages ,size: 214mmx278mm min	250	101.82	25,455.00
24	piece	RULER,PLASTIC,450mm, 1 piece in individual plast	100	17.63	1,763.00
25	piece	Correction Tape	50	14.02	701.00
26	piece	Cutter Knife	50	33.43	1,671.50
27	piece	Data Folder	250	68.64	17,160.00
28	box	Envelope, Expanding Legal	90	738.40	66,456.00
29	box	Envelope, Mailing, White, 70gsm	193	378.20	72,992.60
30	box	Fastener, Metal, 70mm	100	83.41	8,341.00
					<b>805,582.34</b>

(Total Amount in Words) **Eight Hundred Five Thousand Five Hundred Eighty-Two Pesos and Thirty-Four Centavos 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:

  
**JORDAN L. RUBIO**  
Proprietor

Signature over Printed Name of Supplier

Very truly yours,

  
**PBGS RONALD O LEE**  
Acting Director, CIDG

Signature over Printed Name of Authorized  
Official  
Designation

Fund Cluster : \_\_\_\_\_  
Funds Available : \_\_\_\_\_

ORS/BURS No. : \_\_\_\_\_  
Date of the ORS/BURS: \_\_\_\_\_  
Amount : \_\_\_\_\_

\_\_\_\_\_  
Signature over Printed Name of Chief Accountant/Head of Accounting Division/Unit