



DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT FIELD OFFICE V

Regional Center Site, Rawis, Legazpi City, Albay

PURCHASE ORDER

Supplier:	NEW EVANESS EDUCATIONAL SUPPLY & GENERAL MERCHANDISE		PO. No.:	NF 2305-0199	
Address:	MABINI ST, LEGAZPI CITY		Date:	May 26, 2023	
Contact No.			Mode of Procurement:	SHOPPING UNDER SECTION 52.1(B)	
Gentlemen:	Please furnish this Office the following articles subject to the terms and conditions contained herein:		Payment Term:	Charge	
Place of Delivery:	DSWD FO V, Rawis, Legazpi City		Delivery Term:		
Date of Delivery:	15	Working days upon receipt of P.O.	For Delivery Schedule and Queries Please Contact C.M.U.:	09636984404	
Item No.	Unit		Quantity	Unit Cost	Amount
PURCHASE OF TRAINING MATERIALS FOR USE OF EPAHP FOR CY 2023					
1	box	Envelope, expanding, kraft, 100's / box <u>"w/tie"</u>	2	1,400.00	2,800.00
2	pcs	Notebook, stenographer	210	25.00	5,250.00
3	pcs	Certificate holder, A4 size, 8 1/4 x 11 3/4 <u>"A4"</u>	78	41.00	3,198.00
4	pcs	ID holder, 3"x4" <u>"A2"</u>	210	3.75	787.50
5	ream	Colored paper, 250's/ ream, 80gsm, 8.5 x 11 <u>"splash/tm"</u>	14	206.62	2,892.68
6	box	Ballpen, Ball point, 0.5mm, blue, 12's/ box	10	77.40	774.00
7	box	Ballpen, Ball point, 0.5mm, black, 12's/ box	8	77.40	619.20
8	pcs	Marker, permanent, black <u>"HBW"</u>	140	12.50	1,750.00
9	roll	Tape, masking, 24mm <u>"tape-all"</u>	20	16.97	339.40
10	roll	Tape, transparent, 24mm <u>"crocodile"</u>	20	16.50	330.00
11	pack	Folder, ordinary, white tagboard, 14pts, 100's/ pack	1	540.00	540.00
12	pcs	Signpen, blue, liquid or gel	144	22.50	3,240.00
13	box	Signpen, Black, liquid or gel	16	270.00	4,320.00
14	box	Ballpen, ballpoint, 0.5mm, blue, 12's/box	1	77.40	77.40
15	ream	Paper, multicopy, A4, 500's ream <u>"80 gsm"</u>	4	242.50	970.00
NOTE: This includes all items you conformed indicated in the RFQ.					
Total Amount in Words:	Twenty Seven Thousand Eight Hundred Eighty Eight Pesos and Eighteen Centavos				27,888.18
LIQUIDATED DAMAGES: One-Tenth Of One Percent (0.001) of the cost of the unperformed portion of the contract for every day of delay. Once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, the DSWD FOV may rescind or terminate the contract, without prejudice to other courses of action and remedies available under the circumstances.					
Conforme:		 NEW EVANESS EDUCATIONAL SUPPLY & GENERAL Signature over Printed Name of Supplier Date: 6-9-23		 NORMAN S. LAURIO Regional Director	
Funds Available:		AMIABELLE N. QUINTANO, CPA Accountant III		ORS No.: 23-05-03996 Amount: 27,888.18	