Republic of the Philippines
Cebu Normal University
Osmeña Boulevard, Cebu City
Telephone Number 254-6813

PURCHASE ORDER

Supplier : TRIMAX COMPUTER SUPPLIES AND GEN. MERCHANDISE	P.O. No. : 23-04-188
Address : AYA-AY ARCADE GEN. MAXILOM AVE.	Date : April 14, 2023
Tel.No. : 412-6699 / 233-2218	RC Code : 403 / Supply Ofc.
TIN : 135-445-379-000 / Philgeps no.: 20030113911433130488	Mode of Procurement: Public Bidding

GENTLEMEN :

Please furnish this office the following articles subject to the terms and conditions contained herein.

Purpose :	Office supplies for the1st quarter of 2023 - GAA		
Place of Delivery :	Cebu Normal University	Delivery Term :	30 calendar days upon receipt of NTP
Date of Delvery :	May 14, 2023	Payment Term :	Through ADA from 5 to 7 days after complete delivery

Acct Code	Qty	Unit	Description	Unit Cost	Total Amount
1	749	pcs	BALLPEN BLACK, RETRACKTABLE, METAL TIP	45.00	33,705.00
2	734	pcs	BALLPEN BLUE, RETRACKTABLE, METAL TIP	45.00	33,030.00
3	239	pcs	BALLPEN RED, RETRACKTABLE, METAL TIP	45.00	10,755.00
4	281	pack	BATTERY, AA, ALKALINE, 2PCS/PACK	41.00	11,521.00
5	250	pack	BATTERY, AAA, ALKALINE, 2 PCS/PACK	41.00	10,250.00
6	18	pcs	CALCULATOR, 8 DIGITS, 2-WAY POWER (BATTERY AND SOLAR)	108.00	1,944.00
7	137	box	CLIP, backfold, 19mm, 12PCS/BOX	17.00	2,329.00
8	159	box	CLIP, backfold, 25mm, 12PCS/BOX	25.00	3,975.00
9	101	box	CLIP, backfold, 32mm, 12PCS/BOX	34.00	3,434.00
10	110	box	CLIP, backfold, 50mm, 12PCS/BOX	81.00	8,910.00
11	19	pcs	CUTTER, HEAVY DUTY, Retractable, Single Edge, Handle Length: 6-7/8 Inches, Screw Type	54.00	1,026.00
12	10	pcs	DATA AND STAMPING MACHINE, SELF INKING, Self-Inking, 4mm sized date characters, in day/month/year format, (year band valid for at least 10 years)	632.00	6,320.00
13	15	pcs	DATER STAMP, 4mm rubber stamp, at least 10 years Validity	68.00	1,020.00
14	42	pcs	DOCUMENT TRAY, 3 LAYERS, STEEL, Black	380.00	15,960.00
15	443	pc	ENVELOPE, BROWN, LONG	3.00	1,329.00
16	10	box	ENVELOPE, Documentary, legal, 500 pieces per box	1,190.00	11,900.00
17	13	box	ENVELOPE, Mailing, 500 pieces per box, Long, Ordinary	204.00	2,652.00
18	56	pcs	ERASER, FELT, for blackboard/whiteboard	19.00	1,064.00
19	237	box	FASTENER, PLASTIC, 50sets/box	30.00	7,110.00
20	70	set	FILE TAB DIVIDER COLORED A4, 10pcs/set	27.00	1,890.00
21	70	set	FILE TAB DIVIDER COLORED LEGAL, 10pcs/set	34.00	2,380.00
22	240	pcs	FOLDER LONG EXPANDED (PRESSBOARD), Green	19.00	4,560.00
23	510	pcs	FOLDER LONG WHITE, ordinary	6.00	3,060.00
24	75	pcs	FOLDER LONG WITH PLASTIC JACKET, White with transparent plastic jacket	14.00	1,050.00
25	295	pcs	FOLDER SHORT WHITE, ordinary	6.00	1,770.00
			GROSS PAYABLE AMOUNT		182,944.00
			DISCOUNT, if any		-
			NET PAYABLE AMOUNT		182,944.00

PAGE 1 OF 4 SHEETS

GRAND TOTAL

is on page 4

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of 1 percent for every day of delay shall be imposed.

CONFORME :

KA KING SY 4/26/23

SUPPLIER'S SIGNATURE OVER PRINTED NAME and DATE

DR. FILOMENA T. DAYAGBIL
OIC - SUC President III

Funds Available :

ALOBS NO. :
AMOUNT :

ROCHE E. OCAMPO
Accountant

PREPARED BY : jel

Version 1.00 by Edwin O. Monsanto 20120808

Republic of the Philippines
Cebu Normal University
Osmeña Boulevard, Cebu City
Telephone Number 254-6813

PURCHASE ORDER

Supplier :	TRIMAX COMPUTER SUPPLIES AND GEN. MERCHANDISE	P.O. No. :	23-04-188
Address :	AYA-AY ARCADE GEN. MAXILOM AVE.	Date :	April 14, 2023
Tel.No. :	412-6699 / 233-2218	RC Code :	403 / Supply Ofc.
TIN :	135-445-379-000 / Philgeps no.: 20030113911433130488	Mode of Procurement	Public Bidding

GENTLEMEN :

Please furnish this office the following articles subject to the terms and conditions contained herein.

Purpose :	Office supplies for the1st quarter of 2023 - GAA		
Place of Delivery :	Cebu Normal University	Delivery Term :	30 calendar days upon receipt of NTP
Date of Delvery :	May 14, 2023	Payment Term :	Through ADA from 5 to 7 days after complete delivery

Acct Code	Qty	Unit	Description	Unit Cost	Total Amount
26	15	pcs	FOLDER SHORT WITH PLASTIC COVER, white with transparent plastic jacket	13.00	195.00
27	5	box	FOLDER, Long, Pressboard, Green, 100 pieces per box	1,600.00	8,000.00
28	97	bottle	GLUE, All-purpose 240 GRAMS	62.00	6,014.00
29	82	box	INDEX TAB, self-adhesive, transparent, 5 sets per box, composed of 2pcs 6: tab strips and 2 complete Alphabet, Assorted Colors	27.00	2,214.00
30	15	bundle	LOOSELEAF COVER, Legal, 50 sets per bundle	500.00	7,500.00
31	20	box	MAP PINS, PUSH PINS, 100's assorted colors/box	45.00	900.00
32	318	pcs	MARKER, HIGHLIGHTER GREEN, Chisel Type	17.00	5,406.00
33	143	pcs	MARKER, HIGHLIGHTER ORANGE, Chisel Type	17.00	2,431.00
34	247	pcs	MARKER, HIGHLIGHTER PINK, Chisel Type	17.00	4,199.00
35	301	pcs	MARKER, HIGHLIGHTER YELLOW, Chisel Type	17.00	5,117.00
36	68	pcs	MARKER, PERMANENT BROAD BLACK, Chisel Type	25.00	1,700.00
37	94	pcs	MARKER, PERMANENT BROAD RED, Chisel Type	25.00	2,350.00
38	227	piece	MARKER, Whiteboard, Black, Broad	25.00	5,675.00
39	190	piece	MARKER, whiteboard, blue, Broad	25.00	4,750.00
40	117	piece	MARKER, Whiteboard, Red, Broad	25.00	2,925.00
41	69	pcs	MARKER, PERMANENT, BROAD, BLUE	25.00	1,725.00
42	101	pad	NOTE PAD, stick on, 2" x 3", 100 sheets per pad, Green	15.00	1,515.00
43	300	pad	NOTE PAD, stick on, 3" x 3", 100 sheets per pad, Green	19.00	5,700.00
44	169	pad	NOTE PAD, stick on, 3" x 4", 100 sheets per pad, Green	25.00	4,225.00
45	102	pc	NOTEBOOK 80 LEAVES, Composition	19.00	1,938.00
46	165	piece	NOTEBOOK, Stenographer, 60leaves	19.00	3,135.00
47	120	box	PAPER CLIP, vinly/plastic coated, jumbo, 50mm, 100pcs/box	27.00	3,240.00
48	124	ream	PAPER, BOND LONG BLUE, subs20	350.00	43,400.00
49	161	ream	PAPER, BOND LONG GREEN, subs20	350.00	56,350.00

PAGE 2 OF 4 SHEETS	***GROSS PAYABLE AMOUNT***	**180,604.00**
	DISCOUNT, if any	-
	NET PAYABLE AMOUNT	**180,604.00**

GRAND TOTAL
is on page 4

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of 1 percent for every day of delay shall be imposed.

CONFORME :

KA KING SY 4/26/23
SUPPLIER'S SIGNATURE OVER PRINTED NAME and DATE

DR. FILOMENA T. DAYAGBIL
OIC - SUC President III

Funds Available :

ROCHE E. OCAMPO
Accountant

ALOBS NO. :
AMOUNT :

PREPARED BY : fel

Version 1.00 by Edwin O. Monsanto 20120808

Republic of the Philippines
Cebu Normal University
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PURCHASE ORDER

Supplier : TRIMAX COMPUTER SUPPLIES AND GEN. MERCHANDISE	P.O. No. : 23-04-188
Address : AYA-AY ARCADE GEN. MAXILOM AVE.	Date : April 14, 2023
Tel.No. : 412-6699 / 233-2218	RC Code : 403 / Supply Ofc.
TIN : 135-445-379-000 / Philgeps no.: 20030113911433130488	Mode of Procurement: Public Bidding

GENTLEMEN :

Please furnish this office the following articles subject to the terms and conditions contained herein.

Purpose : Office supplies for the1st quarter of 2023 - GAA

Place of Delivery : Cebu Normal University

Date of Delvery : May 14, 2023

Delivery Term : 30 calendar days upon receipt of NTP

Payment Term : Through ADA from 5 to 7 days after complete delivery

Acct Code	Qty	Unit	Description	Unit Cost	Total Amount
50	156	ream	PAPER, BOND LONG YELLOW, subs20	350.00	54,600.00
51	30	ream	PAPER, BOND S16 LONG	222.00	6,660.00
52	563	ream	PAPER, BOND US A4, subs20	195.00	109,785.00
53	670	ream	PAPER, BOND US SHORT, subs20	160.00	107,200.00
54	200	ream	PAPER, CHECK bond, 8 1/2 x 14, 500sheets/ream for TOR	2,000.00	400,000.00
55	15	ream	PAPER, LAID BLUE LONG, 100gsm	850.00	12,750.00
56	15	ream	PAPER, LAID CREAM LONG, 100gsm	850.00	12,750.00
57	2	ream	PAPER, LAID GREEN SHORT, 100gsm	700.00	1,400.00
58	2	ream	PAPER, PARCHMENT,size:210x297mm, multi-purpose, 500sheets	1,300.00	2,600.00
59	9	pack	PAPER, STICKER GREEN SHORT, MATTE, 50PCS/PACK	336.00	3,024.00
60	4	pack	PAPER, STICKER PINK LONG, MATTE, 50PCS/PACK	336.00	1,344.00
61	7	pack	PAPER, STICKER SHORT WHITE, NON-GLOSSY, 20PCS/PACK	95.00	665.00
62	9	pack	PAPER, STICKER YELLOW LONG, NON-GLOSSY, 50PCS/PACK	471.00	4,239.00
63	10	pack	Photopaper,Glossy, Letter Size, 50PCS/PACK	168.00	1,680.00
64	15	pcs	PUNCHER 2 HOLES, METAL, HEAVY DUTY	182.00	2,730.00
65	38	pack	PVC COVER LEGAL 100'S/PACK, thickness: 200 microns	585.00	22,230.00
66	89	book	RECORD BOOK, 500 PAGES, size: 214mm x 278mm min, Blue	13.00	1,157.00
67	10	spool	RIBBON, TYPEWRITER, Black, Single Spool	32.00	320.00
68	98	pcs	SCISSORS, symmetrical, Heacvy Duty, 6 inches	34.00	3,332.00
69	1,598	piece	SIGN PEN, 0.4mm rollerball, Advance Mechanism: Capped Ink Type: Gel Ink, Refill Type: Refillable, Tip Shape: Needle, Tip Type: Ball, Black	23.00	36,754.00
70	1,560	piece	SIGN PEN, 0.4mm rollerball, Advance Mechanism: Capped Ink Type: Gel Ink, Refill Type: Refillable, Tip Shape: Needle, Tip Type: Ball, Blue	23.00	35,880.00
71	100	box	STAPLE WIRE #35, (26/6mm), 1000pcs/box	27.00	2,700.00
72	28	box	STAPLER #35, Heavy Duty	323.00	9,044.00
73	40	piece	STAPLER #10, standard type	54.00	2,160.00
74	65	roll	TAPE, DOUBLE SIDED 2", 8-10m/roll	242.00	15,730.00

PAGE 3 OF 4 SHEETS

GROSS PAYABLE AMOUNT	850,734.00
DISCOUNT, if any	-
NET PAYABLE AMOUNT	850,734.00

GRAND TOTAL is on page 4

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of 1 percent for every day of delay shall be imposed.

CONFORME :

KAKING SY 4/26/23
SUPPLIER'S SIGNATURE OVER PRINTED NAME and DATE

DR. FILOMENA T. DAYAGBIL
OIC - SUC President III

Funds Available :

ROCHE E. OCAMPO
Accountant

ALOBS NO. :
AMOUNT :

PREPARED BY : fcl

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Acct Code	Qty	Unit	Description	Unit Cost	Total Amount
75	44	roll	TAPE, DOUBLE SIDED 1", 8-10m/roll	21.00	924.00
76	125	roll	TAPE, DUCT 2", 20-25m/roll, aluminum	130.00	16,250.00
77	148	roll	TAPE, masking, 24mm, 20-25m/roll	32.00	4,736.00
78	114	roll	TAPE, masking, 48mm, 20-25m/roll	48.00	5,472.00
79	94	roll	TAPE, packaging, 48mm, 45-50m/roll	21.00	1,974.00
80	234	roll	TAPE, transparent, 24mm, 45-50m/roll	12.00	2,808.00

PAGE 4 OF 4 SHEETS	*GROSS PAYABLE AMOUNT*	32,164.00
	DISCOUNT, if any	-
	NET PAYABLE AMOUNT	32,164.00

GRAND TOTAL	IN FIGURES :	Php1,246,446.00
	IN WORDS :	ONE MILLION TWO HUNDRED FORTY SIX THOUSAND FOUR HUNDRED FORTY SIX PESOS ONLY

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