



CEBU NORMAL UNIVERSITY

Osmeña Blvd. Cebu City
TIN: 001-376-907-000

Purchase Order Supply and Procurement Office

Supplier : ICLICK SOLUTIONS	P.O. No. : 24-04-014
Address : Sharon L. Uy Bldg., Awayan Poblacion III Carcar City Cebu	Date : April 22, 2024
TIN : 205-010-647-000 / Philgeps no.: 2013-951314	Mode of Procurement : Public Bidding

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

Place of Delivery : CNU - 403 Property Supply and Management Unit	Delivery Term : 30 calendar days upon receipt of NTP
Date of Delivery :	Payment Term : Through ADA from 5-7 days after complete delivery

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
		<i>balance forwarded</i>			366,667.50
34	pad	Note Pad, stick on, 3" x 4", 100 sheets per pad, Green	100	33.25	3,325.00
35	pcs	Notebook , steno-grapher, 40 leaves	225	18.00	4,050.00
36	box	Paper Clip, vinly/plastic coated, 33mm, 100s/box	148	12.00	1,776.00
37	box	Paper Clip, vinly/plastic coated, 50mm, 100s/box	116	25.00	2,900.00
38	ream	Paper, Bond, Mimeo, Substance 18 (8.5"x13")	15	213.00	3,195.00
39	ream	Paper, Bond, US, Substance 20 (A4)	409	200.00	81,800.00
40	ream	Paper, Bond ,US, Substance 20 (8.5"x13")	690	213.90	147,591.00
41	ream	Paper, Bond, US, Substance 20 (8.5" x 11")	326	189.25	61,695.50
42	ream	Paper, Bond ,Yellow, Substance 24 (8.5"x13") (More)	5	621.00	3,105.00
43	ream	Paper, Bond ,Blue, Substance 24 (8.5"x13") (More)	5	621.00	3,105.00
44	ream	Paper, Bond ,Green, Substance 24 (8.5"x13") (More)	5	621.00	3,105.00
45	ream	Paper, Bond ,Pink, Substance 24 (8.5"x13") (More)	5	621.00	3,105.00
46	pcs	Pencil Sharpener, manual, single cutter head, Metal Desk Sharpener	21	273.00	5,733.00
47	pack	Photopaper, A4 (20 sheets/ pack)	154	59.50	9,163.00
48	pcs	Puncher 2 Holes, Metal, Heavy Duty	23	160.25	3,685.75
49	pack	Push Pins (50pcs/ pack)	41	30.00	1,230.00
50	pcs	Record Book, Official, 300 Pages, 8.5" x 11"	75	237.50	17,812.50
51	pcs	Record Book, Official, 500 Pages, 8.5" x 11"	131	261.25	34,223.75
52	pair	Scissors, symmetrical, 8" Heavy Duty	87	42.00	3,654.00
53	pcs	Sign Pen, Biopolymer Gel Ink Rollerball pen, Extra Fine Tip (#3), Blue (Mygel 0.3)	1516	23.00	34,868.00
54	piece	Sign Pen, Biopolymer Gel Ink Rollerball pen, Extra Fine Tip (#3), Black (Mygel 0.3)	1678	23.00	38,594.00
55	piece	Sign Pen, Biopolymer Gel Ink Rollerball pen, Extra Fine Tip (#3), Red (Mygel 0.3)	502	23.00	11,546.00
56	pack	Specialty Board Paper (8.5 x 13) 20pcs/pack	45	71.25	3,206.25
57	box	Staple Wire #35 (26/6mm), 1000pcs/box	192	59.50	11,424.00
58	pcs	Stapler #35 with staple remover	95	89.00	8,455.00
59	pcs	Tape, Dispenser 1", Table Top	27	101.00	2,727.00
60	roll	Tape, Double Sided 2", 8-10m/roll	71	45.15	3,205.65
61	roll	Tape, Masking, 24mm, 20-25m/roll	116	33.25	3,857.00
62	roll	Tape, Masking, 48mm, 20m-25m/roll	136	66.50	9,044.00
63	roll	Tape, packaging, 48mm, 45-50m/roll	96	26.25	2,520.00
64	roll	Tape, transparent, 24mm, 45-50m/roll	144	13.15	1,893.60
65	roll	Tape, transparent, 48mm, 45-50m/roll	127	26.15	3,321.05
66	roll	Twine, Plastic (black) 1 kilo per roll	39	77.25	3,012.75

page 2 of 2

(Total Amount in Words)	Eight hundred ninety-eight thousand five hundred ninety-six & 30/100 pesos only	898,596.30
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This Purchase Order shall be a legally binding contract once accepted and signed by the Supplier. 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: **CYREL S. MAHILUM**
Signature over Printed Name of Supplier
Date: **NOV 10, 2024**

Very truly yours, **DANIEL A. ARIASO, SR., PhD, CESO II**
Signature over Printed Name of Authorized Official
Designation: **SUC President III**

Fund Cluster : **GAN 2024**
Funds Available : **898,596.30**
Signature over Printed Name of Chief Accountant/Head of Accounting Division/Unit: **ROCHE E. OCAMPO**

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



Certification Date: 1 February 2021
Recertification due date: 24 January, 2024
For verification of the certificate please access www.gcl.ph
(Certification check and type the registration number)

