



# CEBU NORMAL UNIVERSITY

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

## Purchase Order Supply and Procurement Office

Supplier: <b>O&amp;E OFFICE AND SCHOOL SUPPLIES TRADING</b>		P.O. No.: <b>24-07-077</b>			
Address: <b>Zamora St., Brgy. 102, Pasay City, Metro Manila</b>		Date: <b>July 24, 2024</b>			
TIN: <b>734-993-912-00000 / Philgeps No.: 202105-256902-45763973</b>		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>CNU-SUPPLY AND PROPERTY UNIT</b>		Delivery Term: <b>3</b> CALENDAR DAYS UPON RECEIPT OF NTP			
Date of Delivery:		Payment Term: <b>Through ADA from 5-7 days after complete delivery</b>			
Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
	can	Air Freshener, aerosol, 280ml/150g min	273	77.68	21,206.64
	gallon	Alcohol, Ethyl 70%, 1 Gallon	452	218.49	98,757.48
	bottle	Alcohol, Ethyl 70%, 500ml	85	73.19	6,221.15
	bottle	Cleaner, Toilet bowl and urinal 1000ml	148	62.70	9,279.60
	bar	Detergent Bar, 140 gms	70	31.24	2,186.80
	pouch	Detergent Powder, all purpose 1kg/pack	338	73.19	24,738.22
	bottle	Dishwashing Liquid 500ml	259	47.72	12,359.48
	can	Disinfectant Spray, Aerosol type, 400g	215	324.85	69,842.75
	box	Gloves, Disposable, latex, 100 pcs/ box, large	32	190.03	6,080.96
	piece	Dust Pan, rigid non-breakable plastic any color	67	56.71	4,933.77
	box	FACE MASK, 100 pcs/ box	96	85.17	8,176.32
	can	Floor wax, paste type, red	29	414.73	12,027.17
	can	Furniture Cleaner, aerosol type 300ml	138	351.82	48,551.16
	bottle	Liquid Handsoap 350ml	599	77.68	46,530.32
	unit	Mop Bucket, Hard Plastic any color	6	1,358.47	8,150.82
	unit	Mop and Spin Dry Bucket Set with 1 Microfiber Mop Head (micro)	1	354.81	354.81
	piece	Mop Handle, heavy duty	87	197.52	17,184.24
	piece	Mop head Rayon	111	92.66	10,285.26
	bundle	Rags, cotton 1 kilo / bundle	300	100.15	30,045.00
	roll	Trash Bag, Large Size 10 pcs / roll	912	36.64	33,415.68
	roll	Trash Bag, XL Size 10 pcs / roll	136	49.97	6,895.86
	roll	Trash Bag, XXL Size 10 pcs / roll	310	70.94	21,991.40
Amount in Word		<b>FOUR HUNDRED NINETY NINE THOUSAND TWO HUNDRED FOURTEEN PESOS AND EIGHTY NINE CENTAVOS</b>		<b>499,214.89</b>	
<p>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.</p>					
Conforme:		Very truly yours,			
<i>[Signature]</i>		<i>[Signature]</i>			
<b>ELMER C. PATUZAN</b>		<b>DANIEL A. ARIBASO, JR., PhD, CESO II</b>			
Signature over Printed Name of Supplier		Signature over Printed Name of Authorized Official			
<b>Aug. 20, 2024</b>		<b>SJC President</b>			
Date		Designation			
Fund Cluster: <b>GPA / SIP</b>		ORS/BURS No.: <b>24-08-999</b>			
Funds Available: <b>110,251.62 / 388,963.27</b>		Date of the ORS/BURS: <b>08/19/24</b>			
<b>ROSE E. OLAMPO</b>		Amount: <b>10,457.68</b>			
Signature over Printed Name of Chief Accountant/Head of Accounting Division/Unit					

Prepared by: *[Signature]*



Certification Date: 24 January 2024  
Expiration Date: 24 January 2027  
For use based on the certificate  
Please verify with the UPAS  
Certification status and for the  
regulation number

