



Republic of the Philippines
Province of Pangasinan
Municipality of Sual
PURCHASE ORDER

Supplier:	MC JEB TRADING	P.O No:	100-25-09-0349
Address:		Date:	10/7/25
Tin:		Mode of procurement:	
Dti: Sec Registered		P.R. NO.:	100-25-09-1167
Gentlemen:		P.R. NO.:	100-25-09-1168
		P.R. NO.:	100-25-09-1169
		P.R. NO.:	100-25-09-1170
		P.R. NO.:	100-25-09-1171
		P.R. NO.:	100-25-09-1172

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

Place of Delivery:				Delivery Term:	
Date of Delivery:				Payment Term:	
item no.	Qty.	Unit	Description	Unit Cost	Amount
1	6	BOX/25S	BALLPEN BLUE/BLACK	340	2040
2	10	PADS	NOTEPAD	75	750
3	6	PAIR	SCISSORS	90	540
4	10	PACK	SIGN TAB	50	500
5	5	PACKS	GLOSSY PHOTOPAPER	250	1250
6	12	RMS	BOND PAPER LETTER	327	3924
7	50	PCS	FOLDER LONG	15	750
8	50	PCS	FOLDER SHORT	12	600
9	10	RMS	BOND PAPER LONG	350	3500
10	5	BOX/10S	SIGN PEN BLACK	590	2950
11	5	BOX/10S	SIGN PEN BLUE	590	2950
12	5	BOTS	COLORLED INK CYAN	550	2750
13	5	BOTS	COLORLED INK YELLOW	550	2750
14	5	BOTS	COLORLED INK MAGENTA	550	2750
15	12	BOTS	BLACK INK	580	6960
16	4	BOX	BROAD PENTEL PEN	250	1000
17	50	PCS	FOLDER LONG	10	500
18	50	PCS	FOLDER SHORT	12	600
19	10	RMS	BOND PAPER LONG	350	3500
20	5	BOX/10S	SIGN PEN BLACK	590	2950
21	5	BOX/10S	SIGN PENBLUE	590	2950
22	5	BOTS	COLORLED INK CYAN	550	2750
23	5	BOTS	COLORLED INK YELLOW	550	2750
24	5	BOTS	COLORLED INK MAGENTA	550	2750
25	12	BOTS	BLACK INK	580	6960
26	4	BOX	BROAD PENTEL PEN	250	1000
27	6	BOX/25S	BALLPEN BLUE/BLACK	340	2040
28	10	PADS	NOTEPAD	70	700
29	6	PAIR	SCISSORS	90.00	540
30	10	PACK	SIGNTAB	50.00	500
31	5	PACKS	GLOSSY PHOTOPAPER	250.00	1250
32	12	RMS	BOND PAPER LETTER	330.00	3960
33	8	BOTS	COLORLED INK CYAN	550.00	4400
34	8	BOTS	COLORLED INK YELLOW	550.00	4400
35	8	BOTS	COLORLED INK MAGENTA	550.00	4400
36	12	BOTS	BLACK INK	580.00	6960
37	5	PACKS	GLOSSY PHOTOPAPER	240.00	1200
38	10	RMS	BONS PAPER LETTER	330.00	3300
39	48	PCS	FOLDER LONG	15.00	720
40	50	PCS	FOLDER SHORT	12.00	600
41	6	RMS	BOND PAPER LONG	350.00	2100
42	4	BOX/10S	SIGN PEN BLACK	590.00	2360
43	4	BOX/10S	SIGN PEN BLUE	590.00	2360
44	5	BOX/25S	BALLPEN BLUE/BLACK	340.00	1700
45	10	PADS	NOTEDPAD	70.00	700
46	5	PAIR	SCISSORS	90.00	450
47	5	PACK	SIGNTAB	50.00	250
48	15	RMS	BOND PAPER A4	320.00	4800
49	15	RMS	BOND PAPER LEGAL	350.00	5250

50	4	BOX/10S	SIGN PEN BLACK	590.00	2360
51	4	BOX/10S	SIGN PEN BLUE	590.00	2360
52	4	BOX/10S	BALLPEN BLUE/BLACK	340.00	1360
53	15	PCS	CORRECTION TAPE	71.00	1065
54	7	BOTS	COLORED INK CYAN	550.00	3850
55	7	BOTS	COLORED INK YELLOW	550.00	3850
56	7	BOTS	COLORED INK MAGENTA	550.00	3850
57	12	BOTS	BLACK INK	580.00	6960
58	2	PCS	SCISSORS	70.00	140
59	6	BOTS	COLORED INK CYAN	550.00	3300
60	6	BOTS	COLORED INK YELLOW	550.00	3300
61	6	BOTS	COLORED INK MAGENTA	550.00	3300
62	15	BOTS	BLACK INK	580.00	8700
63	15	RMS	BOND PAPER A4	320.00	4800
64	15	RMS	BOND PAPER SHORT	330.00	4950
65	5	BOX/10S	SIGN PEN BLACK	590.00	2950
66	3	BOX/10S	SIGN PEN BLUE	590.00	1770
67	4	BOX/25S	BALLPEN BLUE/BLACK	335.00	1340
68	20	PCS	CORRECTION TAPE	71.00	1420
69	1	BOX	BOND PAPER MULTICOPY, LETTER	1,600.00	1600
70	5	BOX	BOND PAPER MULTICOPY, LEGAL	2,000.00	10000
71	2	BOX	BOND PAPER MULTICOPY, A4	1,800.00	3600
72	2	PACK	FOLDER L-TYPE LEGAL 50 PCS PER PACK	500.00	1000
73	12	PCS	PRINTER INK, EPSON 003 BLACK	365.00	4380
74	2	PC	PRINTER TONER, KYOCERA TASKALFA 312H	11,500.00	23000
75	25	BOX	STAPLER WIRE NO 35	80.00	2000
76	6	BOX	BALLPEN BLACK (25 PCS / BXS)	150.00	900
77	6	BOX	BALLPEN BLUE (25 PCS / BXS)	150.00	900
78	2	BOX	BALLPEN RED (25 PCS / BXS)	150.00	300
79	15	PCS	SIGNATURE TABBING (SIGN HERE)	50.00	750
80	10	BOX	SIGN PEN BLACK LIQUID OR GEL	350.00	3500
81	10	BOX	SIGN PEN BLUE LIQUID OR GEL	350.00	3500
82	2	BOX	SIGN PEN RED LIQUID OR GEL	350.00	700
83	10	PCS	GLUE, ALL PURPOSE, 200GRMS	450.00	4500
84	25	PCS	TAPE, TRANSPARENT, 24MM	18.00	450
85	10	PC	MARKER PERMANENT, BLACK	55.00	550
86	10	PCS	MARKER PERMANENT, BLUE	55.00	550
87	9	BOX	PAPER CLIP, VINYL/PLASTIC COATED, 33MM	20.00	180
88	4	BOX	PAPER FASTENER 70MM 8 1/2 LONG	148.00	592
89	2	BOX	PAPER FASTENER 70MM 50 SETS	60.00	120
90	25	PCS	YARN/SATIN RIBBON	40.00	1000
91	2	BOX	RUBBER BAND NO 18 350KG	200.00	400

Total amount in words: Two hundred forty three thousand ~~seven~~ hundred eleven pesos only. 243,711.00

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.

Conforme

Guat M. Aranda
Signature over printed name

Very truly yours,
[Signature]
HON. LISELDO D. CALUGAY
Municipal Mayor

Date: _____

In case of Negotiated Purchase pursuant to section 369(a) of RA 7160, this position must be accomplished. Approved to be purchased thru negotiated purchase per Sanggunian Res. No. _____

Certified Correct
Secretary of the Sanggunian

COMMISSION ON AUDIT
TEAM 3
RECEIVED
DATE: OCT 07 2025
BY: _____