

PURCHASE ORDER
MUNICIPAL GOVERNMENT OF GLORIA

Supplier: ESAVAL ENTERPRISES		P.O. No.: 2021-016-028			
Address: Dimapilis, Odiong, Roxas, Oriental Mindoro		Date: February 9, 2020			
TIN: 922-953-258-000		Mode of Procurement: Shopping			
		PR No./s: 2021-001-027 to 044			
Gentlemen: Please furnish this Office the following articles subject to the terms and conditions contained herein:					
Place of Delivery: Municipality of Gloria-GSO		Delivery Term: 30 days			
Date of Delivery:		Payment Term: after delivery and acceptance			
Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	pcs	Arc File- portrait, long, any color	8	174.00	1,392.00
2	boxes	Ballpen, black, 0.5	18	90.00	1,620.00
3	boxes	Ballpen, black, 0.5	4	90.00	360.00
4	jar	Ballpen, black, 0.5	1	310.00	310.00
5	box	Ballpen, black, 0.7	1	90.00	90.00
6	pc	Ballpen, red, 0.5	1	10.00	10.00
7	box	Binder clip, extra large, 2"	1	73.00	73.00
8	boxes	Binder clip, medium, 1"	10	35.00	350.00
9	boxes	Binder clip, small, 3/4"	7	25.00	175.00
10	reams	Bond paper, A3, s.20	2	430.00	860.00
11	reams	Bond paper, A4, s.20	4	225.00	900.00
12	reams	Bond paper, long, s.16	10	200.00	2,000.00
13	reams	Bond paper, long, s.20	117	230.00	26,910.00
14	reams	Bond paper, short, s.16	11	170.00	1,870.00
15	reams	Bond paper, short, s.20	82	205.00	16,810.00
16	pcs	Brown envelop, long	241	6.00	1,446.00
17	pcs	Brown envelop, short	132	5.00	660.00
18	pc	Calculator MX-12B 12 digits	1	650.00	650.00
19	pc	Calculator - Scientific	1	780.00	780.00
20	box	Carbon paper, blue, long	1	160.00	160.00
21	pack	Carbon paper, black, long, 10's	1	80.00	80.00
22	pcs	Cartolina, assorted colors	3	10.00	30.00
23	pcs	Certificate Holder, Long, Blue	6	80.00	480.00
24	pcs	Certificate Holder, Short, Blue	6	75.00	450.00
25	pcs	Clear book, long, blue, w/ 20 pockets	5	85.00	425.00
26	ream	Colored Bond Paper, short, assorted colors	1	185.00	185.00
27	packs	Conqueror paper, short	10	70.00	700.00
28	pc	Correction fluid, medium	1	48.00	48.00
29	pcs	Correction tape, 5mmx6m	3	128.00	384.00
30	pcs	Correction tape, disposable, ordinary	35	30.00	1,050.00
31	pcs	Correction tape, 5mmx6m, refill	35	100.00	3,500.00
32	pcs	Correction tape, disposable, ordinary, refill	4	25.00	100.00
33	pcs	Cutter, big	3	125.00	375.00
34	packs	Daily Time Record, 100's	4	75.00	300.00
35	pcs	Document Expandable File Organizer, raibow, 13	7	163.00	1,141.00
36	rolls	Double sided tape w/o foam 1"	14	20.00	280.00
37	pcs	Expanded envelope w/ garter, long, yellow	36	22.00	792.00
38	pcs	Expanded envelope w/ garter, long, red	10	22.00	220.00
39	pcs	Expanded folder , long, yellow	20	20.00	400.00
40	pcs	Expanded Folder, dark green, long	20	20.00	400.00
41	pcs	Expanded Folder, dark blue, long	5	20.00	100.00
42	pcs	Folder, long, white	219	8.00	1,752.00

43	pcs	Folder, short, white	105	7.00	735.00
44	btls	Glue, 40g	2	30.00	60.00
45	btls	Glue, 80g	4	50.00	200.00
46	btls	Glue, 130g	6	65.00	390.00
47	pcs	Glue Stick w/ roller, big	6	50.00	300.00
48	pcs	Highlight marker, assorted colors	3	45.00	135.00
49	box	Highlight marker, assorted colors, 10's	1	470.00	470.00
50	pcs	Highlight marker, green	3	45.00	135.00
51	pc	Highlight marker, neon yellow	1	45.00	45.00
52	pcs	Highlight marker, pink	2	45.00	90.00
53	pack	Laminating Film, pre-cut, short, 20 sheets, A4	1	185.00	185.00
54	pack	Laminating Film, pre-cut, 250 mic, ID size (65x95mm),	1	135.00	135.00
55	roll	Laminating film roll 12", thick	1	1,300.00	1,300.00
56	ream	LCT Film (Legal 216mm x 330mm), thick	1	660.00	660.00
57	pack	Linen paper, long, cream	1	50.00	50.00
58	pack	Linen paper, short, cream	1	50.00	50.00
59	pcs	Magazine Holder(document file holder), plastic	3	200.00	600.00
60	pcs	Magazine Holder(document file holder), plastic (blue)	8	200.00	1,600.00
61	pc	Magazine Holder(document file holder), plastic (pink)	1	200.00	200.00
62	pcs	Mailing envelope, white, long	24	2.00	48.00
63	pcs	Manila paper	7	7.00	49.00
64	rolls	Masking tape 1"	11	35.00	385.00
65	pc	Mechanical Pencil, 0.5	1	720.00	720.00
66	pc	Mechanical Pencil Eraser, white	1	160.00	160.00
67	tubes	Mechanical Pencil Filler, 0.5 HB grade	2	110.00	220.00
68	boxes	Notarial seal, no. 34	10	60.00	600.00
69	pcs	Notebook, regular size, 80 leaves, sewed, w/ cover	10	25.00	250.00
70	rolls	Packing tape, clear, roll (48mmx100m)	3	60.00	180.00
71	rolls	Packing tape, clear, roll (2inchx60m)	4	45.00	180.00
72	rolls	Packing tape, tan, roll (2inchx100m)	3	55.00	165.00
73	boxes	Paper clip, big	2	35.00	70.00
74	box	Paper clip, medium	1	25.00	25.00
75	boxes	Paper clip, small	5	18.00	90.00
76	box	Pencil no.1	1	84.00	84.00
77	boxes	Pencil no.2	2	84.00	168.00
78	pcs	Pencil no.2	6	12.00	72.00
79	unit	Pencil Sharpener, desk type	2	450.00	900.00
80	box	Pencil steadler HB (for engineer)	1	450.00	450.00
81	pcs	Pencil steadler eraser, big (for engineer)	3	75.00	225.00
82	pcs	Permanent marker, black, broad	5	50.00	250.00
83	pcs	Permanent marker, black, fine	5	50.00	250.00
84	packs	Photopaper, A4, Gloss, 20's	4	185.00	740.00
85	pack	Photopaper, Short, Gloss, 20's	1	180.00	180.00
86	box	Pins, no head, super plated, 1", 12boxes	1	180.00	180.00
87	unit	Plastic Cover, thin for book cover, 10m	1	180.00	180.00
88	roll	Plastic cover, thin for book cover, 20 yards	1	500.00	500.00
89	pcs	Plastic envelop, long	20	14.00	280.00
90	boxes	Plastic fastener, assorted colors	13	35.00	455.00
91	pcs	Plastic Jacket, long	10	15.00	150.00
92	unit	Puncher, big	1	210.00	210.00
93	jars	Push pins, 100's, assorted colors	7	85.00	595.00
94	pcs	Record book mini size	5	60.00	300.00
95	pcs	Record book (300 leaves)	28	75.00	2,100.00
96	pcs	Record book (500 leaves)	14	100.00	1,400.00
97	pc	Ruler, steel, 12"	2	55.00	110.00
98	pcs	Scissors, big, 19.5cm	5	100.00	500.00
99	pcs	Scissor 7", stainless steel	2	55.00	110.00
100	pcs	Scotch tape 1/2"	3	15.00	45.00
101	pcs	Scotch tape 1"	33	25.00	825.00
102	pcs	Scotch tape 2"	3	50.00	150.00
103	box	Sign Pen, 0.5, black	4	340.00	1,360.00
104	pcs	Sign Pen, 0.5, black	7	25.00	175.00
105	pcs	Sign Pen, 0.7, black	2	30.00	60.00
106	box	Sign Pen, 0.3, black	1	800.00	800.00

