

**PURCHASE ORDER
NATIONAL HOUSING AUTHORITY
Agency**

Supplier: **MOSTACO MARKETING**
Address: **68A Lalaine Bennet St., BF Resort Village,
Talon II, Las Piñas City**

P.O. No. **PMMDO-PO-2022-002**
Date: **February 10, 2022**

TIN: **915-524-116-00000**

Mode of Procurement: **Small Value**

Gentlemen:

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

Place of Delivery **300 Jacob Street Sta Lucia Bliss,
Compound Manggahan Floodway,
Sta. Lucia 1608 Pasig City**

Delivery Term: **Ten (10) Working Days**

Date of Delivery: **Ten (10) Working Days upon receipt of this Purchase Order**

Payment Term: **Full Payment/Check**

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
	reams	Bond Paper A4 (80 gsm) A+ Advance	150	185.00	27,750.00
	reams	Bond Paper Legal (80 gsm) A+ Advance	100	212.00	21,200.00
	pieces	Record Book 500 pages Official	30	166.00	4,980.00
	pieces	Record Book 300 pages Official	20	129.00	2,580.00
	box	Folder Long Pressboard PB Local 100S	5	1,063.00	5,315.00
	pack	Folder A4 Tagboard 100 S	10	425.00	4,250.00
	pack	Folder Legal Tagbo 100 S	10	425.00	4,250.00
	box	Fastener (Metal) Local	30	44.00	1,320.00
	box	Paper Clip (Small/3) Local	30	8.00	240.00
	box	Paper Clip (Jumbo/-) Local	30	19.00	570.00
	box	Staple Wire No. 35 Local	20	27.00	540.00
	box	Binder Clip Backfold (Small/32mm) Local	30	22.00	660.00
	box	Binder Clip Backfold (Big/50mm) Local	30	49.00	1,470.00
	pieces	Marker Permanent (Blue) HBW	20	12.00	240.00
	pieces	Marker Permanent (Black) HBW	20	12.00	240.00
	pieces	Correction Tape 6M Prevailed 8M	200	15.00	3,000.00
	box	2-Ply Carbonless Computer Continuous Form 280mm x 241	20	770.00	15,400.00
	box	3-Ply Carbonless Computer Continuous Form 11" x 14 7/8	20	1,037.00	20,740.00
	roll	Tape, Transparent 24mm Excel 50M	20	13.00	260.00
	roll	Tape, Masking 48m Excel 20Y	20	45.00	900.00
		Note Pad, Stick-On 3" x 4" BOSS / ACURA	40	22.00	880.00
	pieces	Notebook, Stenographer Local	20	17.00	340.00
	pieces	Alcohol Ethyl 500ml Defense Care	10	70.00	700.00
	roll	Tape Packaging 48 Excel 50M	20	20.00	400.00
	box	Envelope, Documentary A4 500S	1	613.00	613.00
	box	Envelope, Documentary Legal 500S	1	813.00	813.00
	box	Expanding, Kraftboard, Legal Size Kraft 100S	1	1,094.00	1,094.00
	pieces	Marker, Whiteboard Blue, Bullet Type Boss/Excel	20	15.00	300.00
	pieces	Marker, Whiteboard Red, Bullet Type Boss/Excel	20	15.00	300.00
	cart	HP Ink Cart HP CZ107 (HP678) Black HP678	5	550.00	2,750.00

Total Amount in Words: One Hundred Twenty Four Thousand Ninety Five Pesos **P124,095.00**

In case of failure to make 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

Conformed
Josepha Sanchez 2/23/22
MOSTACO MARKETING
Name and Signature of Supplier

MONN ALEXANDER ONG
Officer-in-Charge
Pasig / Marikina / Manggahan D.O.

Maura A. Agarrao
MAURA A. AGARRAO
Officer-in-Charge
East Sector Office

Funds Available: **₱ 124,095.00**

EFREN J. LUGO JR.
Chief Corporate Accountant

NATIONAL HOUSING AUTHORITY
Amount

PAID

Check No.