

Supplier : **CL SIA TRADING**
 Address : 23 Hungary St., Better living Subd., Parañaque City
 Tel no./TIN (0917-5890727) 211-517-441-00000
 Mode of Procurement: SVP-RFQ No. 2024-051

P.O. No.: **24-11-0043 page 1 of 2**
 Date : November 18, 2024
 P.R. No.: 24-10-0521
 Date : October 3, 2024

Gentlemen:


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

Place of Delivery : PTNL, Broadcast Complex, Visayas Ave., QC
 Date of Delivery : fifteen (15) calendar days upon receipt of NTP
 Delivery Term : full delivery
 Payment Term : 30 calendar days upon issuance of certificate of completion and acceptance

Unit	Description	Quantity	Unit Cost	Amount
Small Value Procurement-RFQ No. 2024-051 Supply and Delivery of Office Supplies for the Fourth (4th) Quarter				
rolls	Tape, Masking, 48mm	100	88.00	8,800.00
boxes	Clip, backfold, 19mm/ 1/4"	50	13.00	650.00
boxes	Clip, backfold, 25mm/ 1"	40	32.00	1,280.00
boxes	Clip, backfold, 32mm/ 1 1/4"	40	38.00	1,520.00
pieces	Correction tape	100	25.00	2,500.00
pieces	Permanent Marker, black	50	19.00	950.00
pieces	Permanent Marker, blue	20	19.00	380.00
pieces	Permanent Marker, red	15	19.00	285.00
pieces	Whiteboard Marker, black	50	19.00	950.00
pieces	Whiteboard Marker, blue	20	19.00	380.00
pieces	Whiteboard Marker, red	10	19.00	190.00
boxes	Paper Clip, 33mm	75	13.00	975.00
boxes	Paper Clip, 50mm (jumbo)	30	32.00	960.00
pieces	Stapler, Standard type	3	125.00	375.00
boxes	Staple wire no. 35	5	32.00	160.00
pads	Notepad, stick on 3" x 4"	15	38.00	570.00
pads	Pad paper, ruled	5	88.00	440.00
boxes	Pen (ballpen), black	5	190.00	950.00
boxes	Pen (ballpen), blue	2	190.00	380.00
box	Pen (ballpen), red	1	190.00	190.00
boxes	Pen (ballpen), violet	10	190.00	1,900.00
boxes	Pen (ballpen), green	10	190.00	1,900.00
pieces	Sign pen, black	30	25.00	750.00
boxes	Plastic Fastener, 7mm	25	38.00	950.00
pads	Page Marker (sign here sticker)	50	38.00	1,900.00

(Total amount in Words)

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.

Very truly yours,

ANTONIO BALTAZAR V. NEBRIDA, JR.
 Authorized Official

Conforme:


COLLEEN GRACE D. MARCELO
 Signature over Printed Name of Supplier

NOV. 24, 2024
 Date

Funds Available:



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P.O. No.: **24-11-0043 page 2 of 2**
Date : November 18, 2024
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Unit	Description	Quantity	Unit Cost	Amount
	Small Value Procurement-RFQ No. 2024-051 Supply and Delivery of Office Supplies for the Fourth (4th) Quarter			
rolls	Duct tape 48mm x 10mm	30	100.00	3,000.00
rolls	Duct tape 1.88 x 20 yards	30	750.00	22,500.00
cartridges	Ink Cartridge, T6641 Black (Original)	8	190.00	1,520.00
cartridges	Ink Cartridge, T6641 Cyan (Original)	5	190.00	950.00
cartridges	Ink Cartridge, T6641 Magenta (Original)	5	190.00	950.00
cartridges	Ink Cartridge, T6641 Yellow (Original)	5	190.00	950.00
cartridges	Ink Cartridge (HP678) Black (Original)	3	625.00	1,875.00
cartridges	Ink Refill 003, Black (Original-for Epson printer)	6	190.00	1,140.00
cartridges	Ink Refill 003, Cyan (Original- for Epson printer)	3	190.00	570.00
cartridges	Ink Refill 003, Magenta (Original-for Epson printer)	3	190.00	570.00
cartridges	Ink Refill 003, Yellow (Original - for Epson printer)	3	190.00	570.00
	----- nothing follows-----			


(Total amount in Words) sixty four thousand eight hundred eighty pesos only **64,880.00**

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.

Very truly yours,

ANTONIO BALTAZAR V. NEBRIDA, JR.
Authorized Official

Conforme:

COLLEEN GRACE D. MARCELO
Signature over Printed Name of Supplier
NOV. 24, 2024
Date

Funds Available:

MONETTA S. NICOLAS