

PURCHASE ORDER

Philippine Ports Authority

Run Date: 27-FEB-2024 10:38:28
Run By: BANALVR

Supplier: PAPER PLANE GENERAL MERCHANDISE CO.
Address: 2nd floor P&C Bldg. P. Canlapan Street corner NOBL Brgy. 10
(Pob.)
TIN: 010-436-201-000
PO Type: STANDARD
Mode of Procurement: SHOPPING

PO No.: BAT-1795-24
PO Date: 27-FEB-24
PR No.: BAT-1424-24
PR Date: 30-JAN-24

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

Place of Delivery: PMO - BAT Delivery Term: 10 days upon receipt of Notice to Proceed

Date of Delivery: Payment Term: Immediate

Item No.	Unit	Description	Quantity	Unit Cost	Amount
CCS-ASD991	CAR	Ink Cartridge, Brother MFC-J3940DW, LC462 (Magenta)	2.00	799.0000	1,598.00
CCS-ASD997	CAR	Drum Cartridge, HP Laserjet Imaging Drum 19A CF219A (Original)	8.00	2,849.0000	22,792.00
CCS-ASD997	CAR	Toner Cartridge, HP 103AD (Original)	3.00	1,815.0000	5,445.00
CCS-ASD997	CAR	Imaging Drum, HP 104A (Original)	3.00	4,750.0000	14,250.00
COS-ASD1380	PAD	Note Pad, Stick On, 3x4, 100 sheets per pad	20.00	24.7500	495.00
COS-ASD1017	RL	Tape, Transparent, Width: 48mm, Usable length: 50 meters	8.00	27.5000	220.00
NPS-PPA3067	PC	DVD Recordable 700mb/80min with case	24.00	65.0000	1,560.00
COS-ASD1031	BOX	Envelope, White, Long, Mailing, 500's	2.00	330.0000	660.00
COS-ASD1032	BOX	Fastener, Plastic, 70mm between prongs, 50 sets per box	32.00	39.0000	1,248.00
COS-ASD1032	BOX	Fastener, Metal, 70mm between prongs, 50 sets per box	8.00	50.0000	400.00
COS-ASD1030	BOX	Paper Clip, 33mm, 100 pcs per box or 52 grams	20.00	9.7500	195.00
COS-ASD1144	RM	Paper, (Multi Copy) Legal, 216mm x 330mm, 80 gsm subs 24 (Please see attached Green Procurement Specifications)	111.00	265.0000	29,415.00
COS-ASD1144	RM	Paper (Multi Copy) A4, 210mm x 297mm, 80 gsm subs 24 (Please see attached Green Procurement Specifications)	140.00	230.0000	32,200.00
OOS-ASD3083	PC	Ruler, Stainless 24 inch	1.00	140.0000	140.00
COS-ASD1144	RM	Paper, Multi Purpose, 70 gsm, size: 216mm x 330mm (Legal)	30.00	230.0000	6,900.00
COS-ASD1144	RM	Paper, Multi Purpose, 70 gsm size: 210mm x 297mm., A4	30.00	203.0000	6,090.00
COS-ASD1144	PK	Paper, Laid, Color: White, Size 8 1/2 x 13, 100GSM	10.00	84.0000	840.00
CSP-ASD031	PC	Desk Tray, 2 layers	1.00	337.5000	337.50
COS-ASD1175	BOX	Staple Wire, Standard (leg length 6mm) 5000 staples per box	62.00	42.7500	2,650.50
COS-ASD1259	PC	16 GB USB Flash Drive	2.00	267.5000	535.00
COS-ASD1317	BOX	Continuous Form, 4 Ply, 280mm x 241mm, carbonless, thickness: 0.062mm min. each sheet (500 sets per box) Colored	60.00	1,350.0000	81,000.00
COS-ASD1380	PAD	Note Pad, Stick On, 2x3, 100 sheets per pad	18.00	16.7500	301.50
COS-ASD1380	PAD	Note Pad, Stick On, 3x3, 100 sheets per pad	12.00	19.7500	237.00

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OOS-ASD3083	PC	Ruler, Stainless 12 inch	1.00	105.0000	105.00
OOS-ASD3279	PC	Arch Lever File (Legal) H-24cm, W-39.5cm, Thickness-8.5cm (Horizontal) (Blue)	18.00	125.0000	2,250.00
OOS-ASD3279	PK	Folder, Tagboard for A4 size documents, 100 pcs/pack	1.00	460.0000	460.00
OOS-ASD3279	PK	Folder, Pressboard, Expandable (Long), 100 pcs/pack (Green)	2.00	1,555.0000	3,110.00
OOS-ASD3083	PC	Ruler, Metal, 12 inch	2.00	105.0000	210.00
COS-ASD1388	BOX	Clip Backfold, 32mm (1 1/4") 12 pcs per box	21.00	30.0000	630.00
COS-ASD1388	BOX	Clip Backfold, 41mm, 12 pcs per box	9.00	70.0000	630.00
OOS-ASD3155	PC	Box, Peerless (Original) 24"x15"x11"	100.00	160.0000	16,000.00
OOS-ASD3111	PK	Sticker Paper, A4, Matte (1x10)	8.00	44.7500	358.00
COS-ASD1400	CAR	Ribbon Cartridge, for Epson LQ 2190 (Original)	5.00	999.0000	4,995.00
COS-ASD1400	CAR	Ribbon Cartridge, for Epson LX-310 (Original)	20.00	180.0000	3,600.00
COS-ASD1400	CAR	Ribbon Cartridge, for Epson LQ-310 (Original)	20.00	210.0000	4,200.00
COS-ASD1400	CAR	Ribbon Cartridge, for Oki Microline Dotmatrix 5721/5791 (Original)	2.00	3,260.0000	6,520.00
OOS-ASD3279	PC	Arch Lever File (Legal) H-35cm, W-28.5cm, Thickness-8cm (Vertical) (25-Blue) (25-Red)	50.00	125.0000	6,250.00
NPS-PPA220	PC	Marker, permanent, waterproof, fast-drying, xylene-free formula, Broad type, point: medium, Blue	6.00	37.5000	225.00
NPS-PPA641	UNT	Stapler with remover, HD50-R	15.00	419.0000	6,285.00
NPS-PPA220	SET	Marker, Fluorescent, Orange, Green, Yellow (3 colors per set)	17.00	67.5000	1,147.50
NPS-PPA223	BOX	Roller Ballpen, Black, Retractable Gel Ink. Rollerball 0.7mm (12 pcs. per box)	3.00	999.0000	2,997.00
CCS-ASD991	CAR	Ink Cartridge, Brother MFC-J3930DW, LC3619XL-Y (Yellow) (Original)	10.00	1,250.0000	12,500.00
CCS-ASD991	CAR	Ink Cartridge, HP 680 (Colored) (Original)	4.00	600.0000	2,400.00
NPS-PPA641	PC	Stapler Remover (Heavy Duty), Metal, Plier Type	2.00	62.5000	125.00
BAT-AS0059	BOX	Rubber Band, 70mm min. lay flat length (#18), 350 grams	14.00	220.0000	3,080.00
BAT-AS0059	BOX	Rubber Band, Small #16, 350 grams	4.00	200.0000	800.00
COS-LEG029	RL	Fax Paper/Thermal Paper	10.00	99.0000	990.00
ILOOFCSUP128	BOX	Pencil #2 (12's)	24.00	95.0000	2,280.00

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ILOOFCSUP132	RL	Plastic Twine (approximately 1kg)	10.00	69.7500	697.50
NPS-PPA852	PC	Correction Tape, 8m x 5mm	30.00	20.0000	600.00
COS-ASD402	BOT	Glue, 130g. Multi-purpose glue	32.00	59.0000	1,888.00
NPS-PPA1296	PK	Paper, Specialty Board, Color: White, Size: 8 1/2 x 13, 220 GSM	11.00	45.0000	495.00
NPS-PPA1881	PK	PVC Binding Film, Legal Size (217 x 331mm), 100 sheets	1.00	499.0000	499.00
COS-ASD934	PK	Push Pins, 50's per pack	3.00	30.0000	90.00
OTE-ASD027	PK	Battery, AAA, 2 pcs per blister pack	24.00	62.5000	1,500.00
OTE-ASD027	PK	Battery, AA, 2 pcs per blister pack	26.00	44.3800	1,153.88
COS-ASD965	PC	Stamp Pad, Felt bed, dimension: 60mm x 100mm	1.00	51.7500	51.75
CCS-ASD991	CAR	Ink Ribbon Cartridge (Color: Black), for Time Stamping Machine Winner ETP-20 (Original)	7.00	1,539.0000	10,773.00
CCS-ASD991	CAR	Ink Cartridge, Brother MFC-J3930DW, LC3619XL (Black) (Original)	18.00	1,999.0000	35,982.00
CCS-ASD991	CAR	Ink Cartridge, Brother MFC-J3930DW, LC3619XL-C (Cyan) (Original)	10.00	1,250.0000	12,500.00
CCS-ASD991	CAR	Ink Cartridge, Brother MFC-J3930DW, LC3619XL-M (Magenta) (Original)	10.00	1,250.0000	12,500.00
CCS-ASD997	CAR	Toner Cartridge, HP 49A (Original)	1.00	2,950.0000	2,950.00
CCS-ASD997	CAR	Toner Cartridge, HP CF217A (HP 17A) (Original)	6.00	4,030.0000	24,180.00
CCS-ASD997	CAR	Toner Cartridge, Pantum P2500W- (PC-210) (Original)	10.00	4,135.0000	41,350.00
CCS-ASD997	CAR	Toner Cartridge TN 2360 (for Brother DCP-L2540DW Printer) (Original)	7.00	2,187.5000	15,312.50
CCS-ASD997	CAR	Toner Cartridge TN 2480 (for Brother HL-L2375DW) (Original)	15.00	3,999.0000	59,985.00
CCS-ASD997	CAR	Drum DR 2455 (for Brother HL-L2375DW) (Original)	10.00	4,500.0000	45,000.00
COS-ASD1017	RL	Tape, Double Sided, 1/2 inch x 25 yards, transparent	10.00	18.0000	180.00
COS-ASD1017	RL	Tape, Masking, Width: 48mm, Usable length: 50 meters	24.00	75.0000	1,800.00
COS-ASD1017	RL	Tape, Packaging, Width: 48mm, Usable length: 50 meters	19.00	27.5000	522.50
CCS-ASD991	CAR	Ink Cartridge, HP CB435A (Original)	7.00	2,950.0000	20,650.00
CCS-ASD991	CAR	Ink Cartridge, HP C285A (HP 85A) (Original)	3.00	4,500.0000	13,500.00
CCS-ASD991	CAR	Ink Epson 003 (Cyan) (Original)	15.00	310.0000	4,650.00
CCS-ASD991	CAR	Ink Epson 003 (Yellow) (Original)	15.00	310.0000	4,650.00

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In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent of the total value of this Order for each day of delay shall be imposed.

It is understood that this Purchase Order will be served in Accordance with applicable laws, rules and regulations.

Recommending Approval:

Approved:


Margarita Emelyn B. Villamor


Joselito O. Sinocruz
Port Manager

Division Manager A, Administrative Division

Conforme:

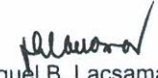

RAMEL D. BIBAL

Signature Over Printed Name of Supplier

February 28, 2024

Date

Funds Available:


Raquel B. Lacsamana

Corporate Finance Services Chief

02272405

FEB 27 2024

RAMEL DE JESUS BIBAL

General Manager

Paper Plane General Merchandise Co.

2nd Floor, P&C Building, P. Canlapan St.

Cor. Noble St., Poblacion (Brgy. 10)

Batangas City

rdjbibal@yahoo.com



Dear **Mr Bibal**:

As part of the globalization of services being offered in the Philippine Ports Authority – Port Management Office of Batangas (PPA-PMO BGS), international set of standards have been adopted in our operations following conformance to the Integrated Management System (IMS), namely:

- Environmental Management System: ISO 14001:2015
- Occupational Health and Safety Management: ISO 45001:2018
- Quality Management System: ISO 9001:2018

In this regard and as part of the Interested Parties doing business with us, we would like to inform you that as our legitimate supplier, you are hereby advised to abide, through all possible means, our established EHSQ Policy as stated below:

It is the policy of PPA to establish and implement and Integrated Management System which aims to:

- *Reduce environmental impact from port activities*
- *Protect the well-being of all interested parties; and*
- *Continually improve the quality of port operations and services.*

Thank you very much and we highly expect your cooperation on the matter.

Truly yours,

JOSELITO O SINOCRUZ PhD

Port Manager

ADMIN:MEBV/VRB/smgm