PURCHASE ORDER

Philippine Ports Authority

Supplier: SONJAY ENTERPRISES
Address: BRGY. STA. ANASTACIA. STO. TOMAS
TIN: 418-915-920-0000
PO Type: STANDARD
Mode of Procurement: SHOPPING

PO No.: BAT-1428-19
PO Date: 23-DEC-19
PR No.: BAT-1118-19
PR Date: 06-DEC-19

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

Place of Delivery: PMO - BAT
Date of Delivery:

Delivery Term: 15 days upon receipt of approved Purchase Order
Payment Term: Immediate

Item No.	Unit	Description	Quantity	Unit Cost	Amount
COS-ASD038	PC	Data File Box, Double (Color: Navy Blue)	60.00	147.3200	8,839.20
COS-ASD1032	BOX	Fastener Metal	15.00	32.1400	482.10
COS-ASD1309	PC	'Logbook (Record Book), 300 pages	50.00	60.7100	3,035.50
COS-ASD1309	PC	Logbook (Record Book), 500 pages	50.00	72.3200	3,616.00
NPS-PPA220	PC	Marker, Permanent, Bullet Type, Black	24.00	37.5000	900.00
NPS-PPA220	PC	Marker, Permanent, Bullet Type, Blue	24.00	37.5000	900.00
COS-ASD1030	BOX	Paper Clip, 50mm, 100pcs. Per box or 120grams	20.00	18.7500	375.00
OOS-ASD3155	PC	Peerless Box (Original) 24" x15" x11"	300.00	120.5400	36,162.00
CIL-000001	BOX	Pencil #.2 (12s)	12.00	77.6300	931.56
COS-ASD965	PC	Stamp Pad	12.00	28.5700	342.84
CCS-ASD991	CRT	Ink Cartridge, HP 680 Tricolor	10.00	446.4300	4,464.30
CCS-ASD991	CRT	Ink Cartridge, HP 680 Black	10.00	446.4300	4,464.30
CCS-ASD991	CRT	Ink Cartridge, HP 60 Black	6.00	1,138.4423	6,830.65
OOS-ASD1965	PC	Arch Lever File (Legal), H-35cm; W-28.5cm; Thickness-8cm; Vertical (Color; Red)	20.00	98.2100	1,964.20
OOS-ASD1965	PC	Arch Lever File (Legal), H-24cm; W-39.5cm; Thickness-8.5cm; Horizontal (Color; Red)	20.00	98.2100	1,964.20
COS-ASD1382	PC	Columnar Notebook, 24 columns	20.00	51.7900	1,035.80
COS-ASD1382	PC	Columnar Notebook, 12 columns	20.00	28.5700	571.40
COS-ASD1382	PC	Columnar Notebook, 6 columns	15.00	28.5700	428.55
NPS-PPA852	PC	Correction Tape	24.00	24.1100	578.64
CCS-ASD991	CRT	Ink Cartridge, HP 60 Colored	6.00	1,386.0000	8,316.00
CCS-ASD991	CRT	Ink Cartridge for EPSON L310-6641 Black	10.00	263.3900	2,633.90
CCS-ASD991	CRT	Ink Cartridge for EPSON L310-6642 Cyan	10.00	263.3900	2,633.90
CCS-ASD991	CRT	Ink Cartridge for EPSON L310-6644 Yellow	10.00	263.3900	2,633.90
CCS-ASD991	CRT	Ink Cartridge for EPSON L310-6643 Magenta	10.00	263.3900	2,633.90
INPUT VAT 12					11,608.56
Total: One Hundred Eight Thousand Three Hundred Forty-Six & 40/100 Pesos					108,346.40

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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:

Margarita Emelyn B. Villamor

Approved:

Joselito O. Sinocruz 12-26-19

Conforme: JAYSON C. TOLENTINO

Signature Over Printed Name of Supplier

Dec. 26, 2019

Date

Funds Available:

Raquel B. Lacsamana

DEC 23 2019

NOTICE OF AWARD

JAYSON C. TOLENTINO
General Manager
Sonjay Enterprise
GF MPJR Bldg., Gen. Malvar Ave.
Poblacion 4, Sto. Tomas, Batangas

Dear **Mr. Tolentino**:

We are happy to notify you that items listed in Annex "A" hereof, for the project, entitled: **SUPPLY/DELIVERY OF VARIOUS OFFICE SUPPLIES NOT AVAILABLE IN THE DBM-PS FOR USE OF PMO BATANGAS INLCUDING TMOs** is awarded to **SONJAY ENTERPRISE** in the total amount of **ONE HUNDRED EIGHT THOUSAND THREE HUNDRED FORTY SIX PESOS AND 40/100 (PHP 108,346.40) PHILIPPINE CURRENCY** inclusive of 12% VAT.

You are hereby required enter into contract/purchase order with Philippine Ports Authority within ten (10) days from receipt hereof. Failure to comply with the said instruction shall constitute sufficient ground for the cancellation of this award.

Please sign on the "Conforme" section hereof and return to us one (1) copy of the same within three (3) calendar days from the date of receipt.

Truly yours,

JOSELITO O. SINOCRUZ PhD
Port Manager

Conforme:

JAYSON C. TOLENTINO
Sonjay Enterprise
Date: Dec. 23, 2019

PORT MANAGEMENT OFFICE OF BATANGAS
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Calicanto, Batangas City 4200 Philippines
Tel. No.: (043) 722.2429 / (043) 723.0164 Fax No.: (043) 723.0164
Email: ppa_batangas@yahoo.com