PURCHASE ORDER

Philippine Ports Authority

Run Date: 10-APR-2025 13:58:07
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.: M201-001928-25
PO Date: 10-APR-25
PR No.: M201-1538-25
PR Date: 06-MAR-25

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 written Notice to Proceed
Payment Term: Immediate

Item No.	Unit	Description	Quantity	Unit Cost	Amount
NPS-PPA850	UNT	Calculator, 2 way power, 12 digits Regular percentage calculations. Two way power, Extra large display, Dim (DxWxH) 158x151x32mm	6.00	480.7500	2,884.50
CCS-ASD991	CAR	Ink, Epson 003 (Black)	20.00	228.8500	4,577.00
CCS-ASD991	CAR	Ink, Epson 003 (Cyan)	10.00	228.8500	2,288.50
CCS-ASD991	CAR	Ink, Epson 003 (Magenta)	10.00	228.8500	2,288.50
CCS-ASD991	CAR	Ink, Epson 003 (Yellow)	10.00	228.8500	2,288.50
CCS-ASD997	CAR	Toner Cartridge, HP 49A	1.00	2,950.0000	2,950.00
CCS-ASD997	CAR	Toner Cartridge TN 2480 (for Brother DCP-L2375DW Printer)	15.00	2,080.7500	31,211.25
COS-ASD1017	RL	Tape, Double Sided , 1/2 inch x 25 yards, transparent	20.00	18.7500	375.00
COS-ASD1017	RL	Tape, Doubled Sided, Clear 20mm X 3m	10.00	28.5000	285.00
COS-ASD1040	PK	Paper, Specialty Texture Laid, Ultra White, 90 GSM, Legal (216mm x 330 mm) (10 pcs per pack)	10.00	89.7800	897.80
CCS-ASD997	CAR	Toner Catridge, Samsung MLT-203L	7.00	3,488.7500	24,421.25
COS-ASD1317	BOX	Continuous Form 4Ply, 280 mm X 241 mm, carbonless, thickness 0.062mm min. each sheet (1000 sets/box) Colored	100.00	1,458.8800	145,888.00
OOS-ASD3059	PC	Eraser, Mars plastic 526 50 size 65x23x13 mm	5.00	88.7500	443.75
INPUT VAT - EXEMPT					0.00
Total: Two Hundred Twenty Thousand Seven Hundred Ninety-Nine & 5/100 Pesos					220,799.05

Office Signature

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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 for every day of delay shall be imposed on the undelivered item/s.

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

Recommending Approval:

Margarita Emelyn B. Villamor
Division Manager A, Administrative Division

Approved:

Joselito O. Sinocruz
Port Manager

Conforme:

RAMEL D. BIBAL
Signature Over Printed Name of Supplier

April 14, 2025
Date

Funds Available:

Raquel B. Lacsamana
Corporate Finance Services Chief

BAGONG PILIPINAS

PHILIPPINE PORTS AUTHORITY

04112501

APR 11 2025

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 form 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:MESV/VRB/smgm