PURCHASE ORDER

Philippine Ports Authority

Run Date: 03-APR-2023 09:56:32
Run By: BANALVR

Supplier: MOSTACO MARKETING
Address: 68A LALAINE BENNET ST., BF RESORT VILLAGE, BRGY. TALON DOS
TIN: 915-524-116-0000
PO Type: STANDARD
Mode of Procurement: SHOPPING

PO No.: BAT-1705-23
PO Date: 01-APR-23
PR No.: BAT-1343-23
PR Date: 24-FEB-23

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

Place of Delivery: PMO - BAT
Delivery Term: 10 calendar days upon receipt of Purchase Order
Date of Delivery:
Payment Term: Immediate

Item No.	Unit	Description	Quantity	Unit Cost	Amount
COS-ASD1259	PC	External Hard Drive (1 TB)	5.00	2,232.1429	11,160.71
OOS-ASD3030	PC	Drum DR 2355 (for Brother DCP-L2540DW Printer) (Original)	3.00	2,410.7143	7,232.14
COS-ASD1382	PC	Columnar Notebook, 8 Columns	18.00	28.5714	514.29
COS-ASD1382	PC	Columnar Notebook,12 Columns	4.00	25.0000	100.00
OOS-ASD3083	PC	Ruler 300MM	1.00	4.4643	4.46
OOS-ASD3083	PC	Ruler 450MM	11.00	34.8214	383.04
OOS-ASD3053	PC	Flag, Philippine 5'x3'	2.00	446.4286	892.86
COS-ASD1386	PC	Binder Ring 15mm (5/8 x 44") plastic 80 rings	3.00	11.6071	34.82
COS-ASD1386	PC	Binder Ring 19mm x 1.12mtrs. 80 rings plastic	3.00	19.6429	58.93
OOS-ASD3075	PC	Record Book 300 pages, size: 214mm min. (please see attached Green Procurement technical specifications)	5.00	133.9286	669.64
OOS-ASD3075	PC	Record Book 500 pages, size: 214mm x 278 mm min. (please see attached Green Procurement technical specifications)	23.00	156.2500	3,593.75
OOS-ASD3170	PC	Compact Disc, Rewritable 700mb/80min. w/case	6.00	58.0357	348.21
OOS-ASD3155	PC	Box, Peerless (Original) 24"x15"x11"	230.00	100.0000	23,000.00
COS-ASD1032	BOX	Fastener, Plastic 70mm between prongs, 50 sets per box	39.00	25.8929	1,009.82
COS-ASD1032	BOX	Fastener, Metal Long	8.00	145.5357	1,164.29
COS-ASD1030	BOX	Clip, Backfold, 19mm (3/4") 12 pcs per box	3.00	11.6071	34.82
COS-ASD1144	RM	Paper, A3 size subs. 24 82gsm, imported materials, superwhite, zero paper dust, long grain quality (Please see attached Green Procurement technical specifications)	1.00	406.2500	406.25
COS-ASD1030	BOX	Clip, Backfold, 50mm (2") 12 pcs per box	17.00	56.2500	956.25
COS-ASD1030	BOX	Clip, Backfold, 32mm (1 1/4") 12 pcs per box	19.00	22.3214	424.11
COS-ASD1030	BOX	Clip, Backfold, 25mm (1") 12 pcs per box	4.00	16.9643	67.86
OOS-ASD3279	PC	Arch Lever File (Legal), H-35cm; W-28.5cm; Thickness-8cm (Vertical) (30 Blue) (12 Red)	42.00	83.0357	3,487.50
OOS-ASD3279	PC	Arch Lever File (Legal), H-24cm; W-39.5cm; Thickness-8.5cm (Horizontal)	30.00	83.0357	2,491.07
OOS-ASD3279	PK	Folder, Tagboard for Legal size document, 100 pcs/pack	9.00	455.3571	4,098.21

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OOS-ASD3279	PC	Folder, Tagboard for A4 size documents, 100 pcs/pack	1.00	441.0714	441.07
COS-ASD1175	BOX	Staple Wire, Standard (leg length 6mm) 5000 staples per box	107.00	25.8929	2,770.54
OOS-ASD3111	PK	Sticker Paper, A4, Matte (1x10)	4.00	36.6071	146.43
OOS-ASD3253	CAR	Ink, Epson 003 (Black) (Original)	11.00	214.2857	2,357.14
OOS-ASD3253	CAR	Ink, Epson 003 (Cyan) (Original)	10.00	214.2857	2,142.86
OOS-ASD3253	CAR	Ink, Epson 003 (Magenta) (Original)	10.00	214.2857	2,142.86
OOS-ASD3253	CAR	Ink, Epson 003 (Yellow) (Original)	10.00	214.2857	2,142.86
COS-ASD1400	CAR	Ribbon Cartridge, for Epson LQ-310	80.00	116.0714	9,285.71
COS-ASD1400	CAR	Ribbon Cartridge, for OKI Microline Dotmatrix 5721/5791	5.00	2,779.4643	13,897.32
COS-ASD1402	PC	Mouse, optical with scroll, USB Port	5.00	150.0000	750.00
NPS-PPA220	PC	Marker, Whiteboard, Blue	3.00	15.1786	45.54
NPS-PPA223	BOX	Sign Pen, Black, liquid/gel ink, 0.5mm needle tip (12 pcs per box)	28.00	160.7143	4,500.00
NPS-PPA220	PC	Marker, Permanent, broad type, point: medium, black	12.00	30.3571	364.29
NPS-PPA223	PC	Sign Pen, Blue, liquid/gel ink, 0.7mm needle tip (12 pcs per box)	8.00	246.4286	1,971.43
NPS-PPA223	BOX	Sign Pen, Back, liquid/gel ink, 0.7mm needle tip (12 pcs per box)	22.00	246.4286	5,421.43
NPS-PPA223	BOX	Sign Pen, Blue, liquid/gel ink, 0.5mm needle tip (12 pcs per box)	10.00	160.7143	1,607.14
COS-ASD337	PC	Scissors, length: 6.5 inches, made from HQ Stainless Steel	22.00	75.0000	1,650.00
COS-ASD339	PC	Tape Dispenser, Table Top	5.00	77.6786	388.39
BAT-AS0059	BOX	Rubber Band, 70mm. min lay flat length (#18), 350 grams	10.00	123.2143	1,232.14
ILOOFCSUP128	BOX	Pencil #2 (12's)	6.00	37.5000	225.00
NPS-PPA850	UNT	Calculator, 12 digits, Regular percentage calculations, Two way power, Extra large display, Dim (DxWxH): 158x151x32mm	16.00	319.6429	5,114.29
NPS-PPA852	PC	Correction Fluid	1.00	14.2857	14.29
NPS-PPA852	PC	Correction Pen	3.00	34.8214	104.46
COS-ASD402	BOT	Glue, 130g. Multi purpose glue	23.00	46.4286	1,067.86
NPS-PPA2483	BOX	Typewriter Ribbon, Manual, Black (12 pcs. per box)	3.00	278.5714	835.7
NPS-PPA010	BOX	Roller Ballpen, Black, Rectractable Gel Ink, Rollerball 0.7mm (12 pcs per box)	3.00	766.0714	2,298.2
ILOOFCSUP76	UNT	Puncher, Paper (Heavy Duty), with two hole guide, Diameter of Hole: 7mm (approx), Punching Capacity: 30 sheets of 70gsm Multipurpose Paper	6.00	135.7143	814.29

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PO No.: BAT-1705-23
PO Date: 01-APR-23
PR No.: BAT-1343-23
PR Date: 24-FEB-23

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NPS-PPA220	SET	Marker, Flourescent, 3 colors per set	15.00	34.8214	522.32
NPS-PPA220	PC	Marker, Permanent, broad type, point: medium, blue	1.00	30.3571	30.36
NPS-PPA220	PC	Marker, Whiteboard, Black	16.00	15.1786	242.86
CCS-ASD991	CAR	Ink Cartridge, Epson 6641 Black (Original)	25.00	214.2857	5,357.14
NPS-PPA3067	PC	DVD Recordable 700mb/80 min. with case	34.00	29.4643	1,001.79
COS-ASD934	PK	Push Pins	3.00	25.0000	75.00
OTE-ASD027	PK	Battery, AAA, 2 pcs. per blister pack	24.00	29.4643	707.14
OTE-ASD027	PK	Battery, AA, 2 pcs. per blister pack	34.00	23.2143	789.29
OTE-ASD027	PK	Battery, 9 volts	12.00	64.2857	771.43
COS-ASD965	BOT	Stamp Pad Ink (Purple), 50ml	14.00	25.0000	350.00
COS-ASD965	PC	Stamp Pad, Felt bed dimension: 60mmx100mm	2.00	43.7500	87.50
CCS-ASD991	CAR	Ink Cartridge, HP C285A (HP 85A) (Original)	3.00	2,232.1429	6,696.43
CCS-ASD991	CAR	Ink Cartridge, HP 680, Black (Original)	12.00	450.8929	5,410.71
CCS-ASD997	CAR	Drum Cartridge, Brother DR 2125 (Original)	2.00	3,504.4643	7,008.93
CCS-ASD997	CAR	Toner Cartridge, Samsung MLT-203L (Original)	13.00	3,035.7143	39,464.29
CCS-ASD997	CAR	Toner Cartridge, HP 49A (Original)	1.00	2,678.5714	2,678.57
CCS-ASD997	CAR	Toner Cartridge, Pantum P2500W-(PC-210) (Original)	3.00	3,834.8214	11,504.46
CCS-ASD997	CAR	Toner Cartridge TN 2360 (for Brother DCP-L2540DW Printer) (Original)	5.00	1,535.7143	7,678.57
COS-ASD1017	RL	Tape, Transparent, Width: 24mm, Usable Length: 50 meters	75.00	13.3929	1,004.46
CCS-ASD991	CAR	Ink Cartridge, HP 680 (Colored) (Original)	9.00	450.8929	4,058.04
CCS-ASD991	CAR	Ink Cartridge, Epson 6644 Yellow (Original)	6.00	214.2857	1,285.71
CCS-ASD991	CAR	Ink Cartridge, Epson 6642 Cyan (Original)	6.00	214.2857	1,285.71
CCS-ASD991	CAR	Ink Cartridge, Epson 6643 Magenta (Original)	6.00	214.2857	1,285.71
COS-ASD1031	PK	Envelope, documentary, A4 size, 100pcs./pack	4.00	191.9643	767.86
INPUT VAT 12					27,111.4
Total: Two Hundred Fifty-Three Thousand Forty Pesos					253,040.0

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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
Division Manager A, Administrative Division

Approved:

Joseph O. Sinocruz
Port Manager

Conforme:

JOJIE R. VELINA
SOLE PROPRIETOR
Signature Over Printed Name of Supplier

Date 4/4/2023

Funds Available:

Raquel B. Lacsamana
Corporate Finance Services Chief

PHILIPPINE PORTS AUTHORITY

04032302

APR 03 2023

JOJIE R VILLENA
Owner
MOSTACO Marketing
68A Lalaine Bennet St., BF Rsort Village
Talon II, Las Piñas City
(02) 897-8019 / (02) 869-4770 / 0918-807-8161
jojie@mostaco.ph

Dear **Ms Villena:**

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