Construction Industry Authority of the Philippines

PURCHASE ORDER

CIAP-F-PrM-02
Rev. No.: 00

CIAP

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Supplier/Provider: HAMCO STATIONERY CORPORATION
Address: 480 E.T.Yuchengco St. Binondo Manila
Tel. / Fax No.: 8244-6622/09399343678
TIN: 044-728-860-000

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P.O. No.: 2025-05-044
Date: 19 May 2025
P.R. No. 25-03054
Date: 2 April 2025
Mode of Procurement: Shopping B (Sec. 52.1.b)

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Sir / Ma'am:

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

Item No.	Stock No.	Qty.	Unit	Description	Cost Unit	Cost Total
1		250	Piece	Panda, Ballpen Black	₱ 4.90	₱ 1,225.00
2		250	Piece	Panda, Ballpen Blue	₱ 4.90	₱ 1,225.00
3		150	Piece	MPC Correction tape,10mm	₱ 28.00	₱ 4,200.00
4		15	Piece	Shiny D4 Dater Stamp	₱ 180.00	₱ 2,700.00
5		10	Box	P.G.Envelope Mailing with Window (500pcs per box) #10xx	₱ 555.00	₱ 5,550.00
6		50	Box	Speedo Index Tab, clear 5fts/bx	₱ 78.00	₱ 3,900.00
7		30	Set	Miyagi, Marker Flourescent Highlighter 3's/set	₱ 49.50	₱ 1,485.00
8		48	Piece	Dixon Marker, Permanent Black	₱ 12.00	₱ 576.00
9		48	Piece	Dixon Marker, Permanent Blue	₱ 12.00	₱ 576.00
10		48	Piece	Dixon Marker Whiteboard Black	₱ 15.50	₱ 744.00
11		48	Piece	Dixon Marker Whiteboard Blue	₱ 15.50	₱ 744.00
12		50	Pad	Joy Notepad stick on 50mm x 76mm Yellow	₱ 15.00	₱ 750.00
13		50	Pad	Joy Notepad stick on 76mm x 76mm Yellow	₱ 23.00	₱ 1,150.00
14		50	Pad	Joy Notepad stick on 76mm x 100mm Yellow	₱ 28.00	₱ 1,400.00
15		30	Roll	Tuff/Croco Tape, Packaging 48mm	₱ 23.00	₱ 690.00
16		70	Roll	Croco Tape, Transparent 24mm	₱ 14.50	₱ 1,015.00
				Nothing Follows		

Amount in Words:

TWENTY SEVEN THOUSAND NINE HUNDRED THIRTY PESOS ONLY

Total ₱ **27,930.00**
*Subject to applicable taxes
Total ₱ **27,930.00**

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Place of Delivery: Makati City
Payment Term: ☐ Check/ADA Payment; 30 calendar days after complete delivery and acceptance
Date of Delivery: -
Delivery Term: ☐ Pick-Up ☐ Deliver within 15 calendar days from receipt of this PO by the Supplier

5 Penalty Provision:

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent (1%) for every day of delay shall be imposed on the undelivered item/s.

Conforme:

Dimple Sulit
Authorized Supplier Signature over Printed Name
03 JUN 2025
Date

Very truly yours,

ATTY. HERBERT DG. MATIENZO
Acting Executive Director, CIAP
19-May-25
Date

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Fund Cluster:
Funds Available:

Chief Accountant/Head of Accounting Division/Unit

ORS/BURS No.:
Date of the ORS/BURS:
Amount: