



# PURCHASE ORDER

## CITY GOVERNMENT OF PASIG

*Agency Name*

Supplier: <u>MNJ TRADING</u>	P.O. No.: <u>22-09-1929</u>
Address: <u>Unit 203 Fiori Bldg., Capri Oasis, Dr. Sixto Anton</u>	Date: <u>14 SEPTEMBER 2022</u>
Mode of Procurement: <u>SMALL VALUE PROCUREMENT</u>	

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


Place of Delivery: <u>Central Supply Office -</u>	Delivery Term: <u>Refer to T.O.R.</u>
Date of Delivery: <u>-</u>	Payment Term: <u>within 45 days upon completion of delivery</u>

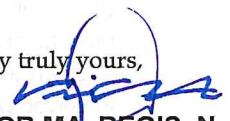
ITEM NO.	UNIT	QTY	DESCRIPTION	UNIT COST	AMOUNT
1	REAM	42	Bond Paper, UNBRANDED * Legal 80gsm , 500 sheets	400.00	16,800.00
2	PCS.	40	Ring binder, UNBRANDED 3 ring Legal size	295.00	11,800.00
3	BTL	18	Computer Ink L3110 - Cyan, EPSON For EPSON Printer, Pigment #003	395.00	7,110.00
4	BTL	18	Computer Ink L3110 - Yellow, EPSON For EPSON, Pigment #003	395.00	7,110.00
5	BTL	19	Computer Ink L3110 - Black, EPSON For EPSON, Pigment #003	395.00	7,505.00
6	BTL	18	Computer Ink L3110 - Magenta, EPSON For EPSON, Pigment #003	395.00	7,110.00
7	PACKS	222	Matte Coated Paper, UNBRANDED * A4 , 8.25 x 11 ( for documentation and record )	65.00	14,430.00
8	PCS	318	Steno Notebook, 80's, UNBRANDED Flip Top Note Book	28.00	8,904.00
9	PCS	548	Ball pen black, UNBRANDED Ball Point 0.5 Ordinary Ink	15.00	8,220.00

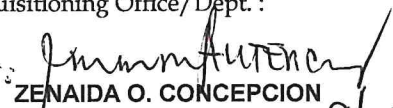
Control No. <b>3765</b>	<b>SUBTOTAL :</b>	<b>Php 88,989.00</b>
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**Total Amount in Words** Eighty-eight Thousand Nine Hundred Eighty-nine Pesos Only.

In case of the failure to make the full delivery within the time specified above, a penalty of one tenth (1/10) of one (1) percent for every day of delay shall be imposed as provided for by the, 2016 IRR of RA 9184.

Conforme :  
  
REY KEVIN L. VILLANUEVA  
*(Signature over printed name of Supplier)*  
9/13/22  
*Date*

Very truly yours,  
  
VICTOR MA. REGIS N. SOTTO  
*(Authorized Official)*  
 City Mayor

Requisitioning Office/Dept. : for:  <u>ZENAIDA O. CONCEPCION</u> <i>(Authorized Official)</i> <u>9/13/22</u>	Funds Available :  <u>JUVY A. CUENCO</u> <i>Chief Accountant</i>	Amount : _____  OBR No. : _____
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## CITY GOVERNMENT OF PASIG

*Agency Name*

Supplier: <u>MNJ TRADING</u>	P.O. No.: <u>22-09-1929</u>
Address: <u>Unit 203 Fiori Bldg., Capri Oasis, Dr. Sixto Anton</u>	Date: <u>14 SEPTEMBER 2022</u>
	Mode of Procurement: <u>SMALL VALUE PROCUREMENT</u>

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

Place of Delivery: <u>Central Supply Office -</u>	Delivery Term: <u>Refer to T.O.R.</u>
Date of Delivery: <u>-</u>	Payment Term: <u>within 45 days upon completion of delivery</u>

ITEM NO.	UNIT	QTY	DESCRIPTION	UNIT COST	AMOUNT
10	PCS	393	Plastic Envelop, Long, clear, UNBRANDED	14.00	5,502.00
11	PCS	6	Handkerchief, UNBRANDED Panyo (12x12) (Assorted Color, Absorbent)	140.00	840.00
12	PCS	6	Empty Rice Sack, UNBRANDED Big (21x38) Inches	95.00	570.00
13	METER	30	Rope, UNBRANDED Abaca (Big) 30 Meters	100.00	3,000.00
14	PCS	4	Empty Tin Can, UNBRANDED (370ml) For Tumbang Preso (At Least 10cmx7cm) Close Both ends	75.00	300.00
15	PCKS	2	Balloons, UNBRANDED Long Hotdog Balloons for Party Needs, Size:260Q 100/Packs	150.00	300.00
16	PCS	30	egg, UNBRANDED Chicken(medium size) 1 Tray	9.00	270.00
17	BOX	1	Chalk, UNBRANDED 140 pcs./ Box White Chalk School	200.00	200.00
18	PAIRS	8	Slippers, UNBRANDED Rubber (Size 8) Toe- Post	145.00	1,160.00

Control No. **3765** SUBTOTAL : **Php 101,131.00**

**Total Amount in Words** One Hundred One Thousand One Hundred Thirty-one Pesos Only.

In case of the failure to make the full delivery within the time specified above, a penalty of one tenth (1/10) of one (1) percent for every day of delay shall be imposed as provided for by the, 2016 IRR of RA 9184.

Conforme :

REY KEVIN L. VILLANUEVA  
*(Signature over printed name of Supplier)*  
9/13/22  
 Date

Very truly yours,

VICTOR MA. REGIS N. SOTTO  
*(Authorized Official)*  
 City Mayor

Requisitioning Office/Dept. : for: <u>ZENAIDA O. CONCEPCION</u> <i>(Authorized Official)</i> <u>9/13/22</u>	Funds Available :  JUVY A. CUENCO Chief Accountant	Amount : _____  OBR No. : _____
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## CITY GOVERNMENT OF PASIG

Agency Name

Supplier: MNJ TRADING P.O. No.: 22-09-1929  
Address: Unit 203 Fiori Bldg., Capri Oasis, Dr. Sixto Anton Date: 14 SEPTEMBER 2022  
Mode of Procurement: SMALL VALUE PROCUREMENT

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

Place of Delivery : Central Supply Office - Delivery Term : Refer to T.O.R.  
Date of Delivery : - Payment Term : within 45 days upon completion of delivery


ITEM NO.	UNIT	QTY	DESCRIPTION	UNIT COST	AMOUNT
19	BTLS	10	Baby Oil, UNBRANDED 125ml	175.00	1,750.00
20	PCS	10	Fresh Buko, UNBRANDED Big Size	60.00	600.00
21	PACK	78	Photo Paper, UNBRANDED A4	97.00	7,566.00
22	PCS	101	Permanent Marker (black), UNBRANDED	44.00	4,444.00
23	ROLL	62	Manila Paper, UNBRANDED Standard Size	7.00	434.00
24	REAM	28	A4 size bond paper, UNBRANDED 80gsm 500 Sheets	315.00	8,820.00
25	PCS	8	Computer ink Set, UNBRANDED (HP704) Colored & Black	420.00	3,360.00
26	BOX	584	Face Mask, UNBRANDED ordfinary, disposable, ear loop 50pcs./box	140.00	81,760.00
27	PIECE	44	Expanded Folder, UNBRANDED Long (No Handle)	35.00	1,540.00
28	BOX	22	Binder Clip 2", UNBRANDED	190.00	4,180.00

Control No. **3765** SUBTOTAL : **Php 215,585.00**

Total Amount in Words *Two Hundred Fifteen Thousand Five Hundred Eighty-five Pesos Only.*

In case of the failure to make the full delivery within the time specified above, a penalty of one tenth (1/10) of one (1) percent for every day of delay shall be imposed as provided for by the, 2016 IRR of RA 9184.

Conforme :

  
REY KEVIN VILLANUEVA  
(Signature over printed name of Supplier)  
9/15/22  
Date

Very truly yours,

VICTOR MA. REGIS N. SOTTO  
(Authorized Official)

City Mayor

Requisitioning Office/Dept. :

  
ZENAIDA O. CONCEPCION  
(Authorized Official) 9/13/22

Funds Available :

JUVY A. CUENCO  
Chief Accountant

Amount : \_\_\_\_\_

OBR No. : \_\_\_\_\_



# PURCHASE ORDER

## CITY GOVERNMENT OF PASIG

*Agency Name*

Supplier: <u>MNJ TRADING</u>	P.O. No.: <u>22-09-1929</u>
Address: <u>Unit 203 Fiori Bldg., Capri Oasis, Dr. Sixto Anton</u>	Date: <u>14 SEPTEMBER 2022</u>
	Mode of Procurement: <u>SMALL VALUE PROCUREMENT</u>

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

Place of Delivery: <u>Central Supply Office -</u>	Delivery Term: <u>Refer to T.O.R.</u>
Date of Delivery: <u>-</u>	Payment Term: <u>within 45 days upon completion of delivery</u>

ITEM NO.	UNIT	QTY	DESCRIPTION	UNIT COST	AMOUNT
29	BOX	30	Binder Clip, UNBRANDED 1 1/4"	45.00	1,350.00
30	BOTTLE	375	Alcohol 70%, UNBRANDED Isoprophyl 70ml	60.00	22,500.00
31	PCS	5	Cartolina, UNBRANDED Standard Size (Assorted Color)	7.80	39.00
32	ROLLS	1	ADHESIVE TAPE, UNBRANDED 1/2 Inch/ 25mm (Double Side Tape)	30.00	30.00
33	PCS	230	id with lace, UNBRANDED With Holder (Standard Size) Any Color (Portrait)	60.00	13,800.00
34	PCS	160	Plastic Envelop Long, UNBRANDED With Handle (Clear)	80.00	12,800.00
35	PACKS	24	Colored Paper, UNBRANDED A4 ( Neon colors methapore cards ) (10 pcs./ Pack)	60.00	1,440.00
36	ROLL	29	Adhesive Tape, UNBRANDED 1 Inch/ 25mm	30.00	870.00
37	BOX	10	Sticker Name Tags (Multi-colored), UNBRANDED ID Size (Standard Size) 10 pcs/ Pack	60.00	600.00

Control No. **3765** SUBTOTAL : **Php 269,014.00**

**Total Amount in Words** *Two Hundred Sixty-nine Thousand Fourteen Pesos Only.*

In case of the failure to make the full delivery within the time specified above, a penalty of one tenth (1/10) of one (1) percent for every day of delay shall be imposed as provided for by the, 2016 IRR of RA 9184.

Very truly yours,

<p>Conforme: </p> <p style="text-align: center;"><u>REY KEVIN L. VILLANUEVA</u> (Signature over printed name of Supplier)</p> <p style="text-align: center;"><u>9/13/22</u> Date</p>	<p><u>VICTOR MA. REGIS N. SOTTO</u> (Authorized Official)</p> <p>City Mayor</p>
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Requisitioning Office/Dept.: <i>for: Information</i> <b>ZENAIDA O. CONCEPCION</b> (Authorized Official) <i>9/13/22</i>	Funds Available:  <b>JUVY A. CUENCO</b> Chief Accountant	Amount: _____  OBR No.: _____
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# PURCHASE ORDER

## CITY GOVERNMENT OF PASIG

*Agency Name*

Supplier: MNJ TRADING P.O. No.: 22-09-1929  
 Address: Unit 203 Fiori Bldg., Capri Oasis, Dr. Sixto Anton Date: 14 SEPTEMBER 2022  
 Mode of Procurement: SMALL VALUE PROCUREMENT

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

Place of Delivery: Central Supply Office - Delivery Term: Refer to T.O.R.  
 Date of Delivery: - Payment Term: within 45 days upon completion of delivery

ITEM NO.	UNIT	QTY	DESCRIPTION	UNIT COST	AMOUNT
38	PCS	125	Blanket (Kumot) SINGLE, UNBRANDED Any Color	240.00	30,000.00
39	PCS	125	Bath Soap 115g, UNBRANDED	35.00	4,375.00
40	PCS	125	BABY POWDER 200G, UNBRANDED	100.00	12,500.00
41	PCS	110	Paper Bag, UNBRANDED 12x12 Inches	60.00	6,600.00
42	PCS	15	Clear Book, UNBRANDED long size,50 pages	65.00	975.00
43	PCS	12	binder clip, 1 5/8", UNBRANDED	50.00	600.00
44	PCS.	37	Broom stick (ting ting), UNBRANDED Makapal	65.00	2,405.00
45	BUNDLE	19	round rug, UNBRANDED Small (10pcs/ Bundle)	39.00	741.00
46	BAR	30	Detergent bar, UNBRANDED 370g	35.00	1,050.00
47	PACK	10	Detergent Powder, UNBRANDED 100g	145.00	1,450.00

Control No. **3765** SUBTOTAL : **Php 329,710.00**

**Total Amount in Words** *Three Hundred Twenty-nine Thousand Seven Hundred Ten Pesos Only.*

In case of the failure to make the full delivery within the time specified above, a penalty of one tenth (1/10) of one (1) percent for every day of delay shall be imposed as provided for by the, 2016 IRR of RA 9184.

Very truly yours,

Conforme: REY KEVIN L. VILLANUEVA VICTOR MA. REGIS N. SOTTO  
(Authorized Official)  
City Mayor  
*(Signature over printed name of Supplier)*  
9/15/22  
 Date

Requisitioning Office/Dept.: for: <u>ZENAIDA O. CONCEPCION</u> (Authorized Official) <u>9/13/22</u>	Funds Available :  <u>JUVY A. CUENCO</u> Chief Accountant	Amount : _____  OBR No. : _____
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## CITY GOVERNMENT OF PASIG

*Agency Name*

Supplier: <u>MNJ TRADING</u>	P.O. No. : <u>22-09-1929</u>
Address: <u>Unit 203 Fiori Bldg., Capri Oasis, Dr. Sixto Anton</u>	Date : <u>14 SEPTEMBER 2022</u>
Mode of Procurement: <u>SMALL VALUE PROCUREMENT</u>	

Gentlemen:  
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Date of Delivery : <u>-</u>	Payment Term : <u>within 45 days upon completion of delivery</u>

ITEM NO.	UNIT	QTY	DESCRIPTION	UNIT COST	AMOUNT
48	BOTTLE	30	Bleach, UNBRANDED 500ml (Original)	55.00	1,650.00
49	PC	10	Dustpan, UNBRANDED Plastic (30.5X25X29)	75.00	750.00
50	PACK	57	Give away- hygiene kit, UNBRANDED Liquid soap, Feminine Wash, Tooth Paste, Tooth Brush, Lotion, Face Powder	660.00	37,620.00
51	PACKS	122	Special Paper-for Certificate, UNBRANDED Invitation (Long) (10 pcs/ Pack)	55.00	6,710.00
52	BTL.	545	Alcohol 70% 100ml, UNBRANDED Isopropyl	95.00	51,775.00
53	ROLL	35	ribbon assorted, UNBRANDED Colors (45m) Red, Blue, White	180.00	6,300.00
54	ROLL	3	steel wire-, UNBRANDED 11 gauge	75.00	225.00
55	ROLL	2	straw rope plastic, UNBRANDED Plastic Twine/ String Packaging Wrapping Straw 100m	40.00	80.00
56	PACK	2	white envelop 10/pack, UNBRANDED Long (105x241 inch) #10 Letter Envelop	11.75	23.50

Control No. **3765** SUBTOTAL : **Php 434,843.50**

**Total Amount in Words** Four Hundred Thirty-four Thousand Eight Hundred Forty-three Pesos And 50/100 Only.

In case of the failure to make the full delivery within the time specified above, a penalty of one tenth (1/10) of one (1) percent for every day of delay shall be imposed as provided for by the, 2016 IRR of RA 9184.

Very truly yours,

<p>Conforme :</p> <p style="text-align: center;"> <u>REY KEVIN L. VILLANUEVA</u> <i>(Signature over printed name of Supplier)</i></p> <p style="text-align: center;">Date <u>9/15/22</u></p>	<p><u>VICTOR MA. REGIS N. SOTTO</u> <i>(Authorized Official)</i></p> <p>City Mayor</p>
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Requisitioning Office/Dept. :  <u>ZENAIDA O. CONCEPCION</u> <i>(Authorized Official)</i>	Funds Available :  <p style="text-align: center;"><b>JUVY A. CUENCO</b> Chief Accountant</p>	Amount : _____  OBR No. : _____
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**PURCHASE ORDER**  
**CITY GOVERNMENT OF PASIG**

*Agency Name*

Supplier: MNJ TRADING  
Address: Unit 203 Fiori Bldg., Capri Oasis, Dr. Sixto Anton

P.O. No.: 22-09-1929  
Date: 14 SEPTEMBER 2022  
Mode of Procurement: SMALL VALUE PROCUREMENT

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

Place of Delivery: Central Supply Office -  
Date of Delivery: -

Delivery Term: Refer to T.O.R.  
Payment Term: within 45 days upon completion of delivery

ITEM NO.	UNIT	QTY	DESCRIPTION	UNIT COST	AMOUNT
57	PACK	60	Candies, UNBRANDED Assorted (50pcs/ Pack)	75.00	4,500.00
58	PCS	26	Folder Colored, UNBRANDED Legal (Assorted)	12.00	312.00
59	PCS	10	empty drum, UNBRANDED 200 Liters	800.00	8,000.00
60	PCS	10	plastic paddle, UNBRANDED Kitchen (Standard Size)	350.00	3,500.00
61	PCS	10	plastic pitcher, UNBRANDED 2 Liters	100.00	1,000.00
62	PCS	150	Plastic bottle medium, UNBRANDED 250ml (Empty Bottle)	10.00	1,500.00
63	PCS	75	pail -, UNBRANDED 6 liters	148.00	11,100.00
64	PCS	75	liquid measuring cup, UNBRANDED Plastic (500ml)	75.00	5,625.00
65	PACK	100	Diswashing Liquid, UNBRANDED Soap, Set (Surfactant, RA-14, Bubble Enhancer, Preservative, Sodium Chloride, Scent/In. Salt, Colorant)	950.00	95,000.00

Control No. **3765** **SUBTOTAL :** **Php 565,380.50**

**Total Amount in Words** *Five Hundred Sixty-five Thousand Three Hundred Eighty Pesos And 50/100 Only.*

In case of the failure to make the full delivery within the time specified above, a penalty of one tenth (1/10) of one (1) percent for every day of delay shall be imposed as provided for by the, 2016 IRR of RA 9184.

Very truly yours,

Conforme :

REY KEVIN L. VILLANUEVA  
*(Signature over printed name of Supplier)*  
9/13/22  
Date

VICTOR MA. REGIS N. SOTTO  
*(Authorized Official)*  
City Mayor

Requisitioning Office/Dept. :  
*for: [Signature]*  
ZENAIDA O. CONCEPCION  
*(Authorized Official)* 9/13/22

Funds Available :  
  
JUVY A. CUENCO  
Chief Accountant

Amount : \_\_\_\_\_  
OBR No. : \_\_\_\_\_



# PURCHASE ORDER

## CITY GOVERNMENT OF PASIG

Agency Name

Supplier: MNJ TRADING  
Address: Unit 203 Fiori Bldg., Capri Oasis, Dr. Sixto Anton

P.O. No. : 22-09-1929  
Date : 14 SEPTEMBER 2022  
Mode of Procurement: SMALL VALUE PROCUREMENT

Gentlemen:

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

Place of Delivery : Central Supply Office -  
Date of Delivery : -

Delivery Term : Refer to T.O.R.  
Payment Term : within 45 days upon completion of delivery

ITEM NO.	UNIT	QTY	DESCRIPTION	UNIT COST	AMOUNT
66	ROLL	1	Double Adhesive, UNBRANDED Tape 1/2" 25mm	30.00	30.00
67	GALLON	2	70% Isopropyl Alcohol, UNBRANDED	600.00	1,200.00
68	ROLL	11	Masking tape, UNBRANDED 2" , 50mm	140.00	1,540.00
69	PCS	100	Certificate holder, UNBRANDED A4 size	49.00	4,900.00
70	PCS	270	Spiral Notebook, UNBRANDED 80 leaves	28.00	7,560.00
71	PCS	4	handheld air inflator, UNBRANDED Plastic (Balloon Pump) ***** <i>Nothing Follows</i> ***** For The Use Of Various Projects, Programs & Activities for the use of Anti Drug Abuse Council of Pasig	55.00	220.00

Control No. **3765**

GRAND TOTAL : **Php 580,830.50**

Total Amount in Words Five Hundred Eighty Thousand Eight Hundred Thirty Pesos And 50/100 Only.

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Conforme :

REY KEVIN L. VILLANUEVA  
(Signature over printed name of Supplier)  
9/15/22  
Date

Very truly yours,

VICTOR MA. REGIS N. SOTTO  
(Authorized Official)

City Mayor

Requisitioning Office/Dept. :

ZENAIDA O. CONCEPCION  
(Authorized Official) 9/13/22

Funds Available :

JUVY A. CUENCO  
Chief Accountant

Amount : ₱ 580,830.50  
100-2627-05-  
OBR No. : 059-1061  
100-5062-03-

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