



Republic of the Philippines  
**MINDORO STATE UNIVERSITY**

Main Campus  
 Alcate, Victoria, Oriental Mindoro

COMMISSION  
 TEAM I - M.S.U.  
 REC'D  
 Feb 09 2022  
 dpl

**PURCHASE ORDER**

Supplier : HIRAMS' SUPPLY WHOLESALING  
 Address : City Walk, Sto Niño, Calapan City  
 TIN : 408-194-796-000

P.O. No. : TF-2021-14  
 Date : 12-28-21  
 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 : MinSU  
 Date of Delivery : \_\_\_\_\_  
 Delivery Term : 30 days  
 Payment Term : cheque

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
25	piece	Paper Cutter 12" x 15"	1	1,470.00	1,470.00
26	boxes	Pencil # 2	5	104.00	520.00
27	pieces	Pencil Sharpener	2	59.00	118.00
28	boxes	Pentel Pen Permanenet Marker Broad	2	48.00	96.00
29	pieces	Pilot G-tech-C3 (Black)	20	87.00	1,740.00
30	rolls	Plastic cover	2	7,469.00	14,938.00
31	boxes	Plastic fastener	6	39.00	234.00
32	boxes	Press folder green 100pcs/box	1	1,750.00	1,750.00
33	pieces	Puncher	2	188.00	376.00
34	boxes	Push pins	50	42.00	2,100.00
35	pieces	Ring binder 0.5"	10	80.00	800.00
36	pieces	Ring binder 1.5"	10	88.00	880.00
37	pieces	Ring binder 2"	10	94.00	940.00
38	pieces	Rubber eraser	10	14.00	140.00
39	pieces	Scissors	5	115.00	575.00
40	pieces	Scotch tape 1" 25 yards	20	28.00	560.00
41	rolls	Scotch tape 3/4"	20	21.00	420.00
42	pieces	Stamp pad # 1	2	140.00	280.00
43	bottles	Stamp pad ink-blue 30ml	5	84.00	420.00
44	boxes	Staple wire # 35	30	39.00	1,170.00
45	pieces	Staple with remover	4	118.00	472.00
46	packs	Sticker paper	15	50.00	750.00
47	pads	Sticky notes 3 x 3	30	33.00	990.00
48	pieces	UM 153S Gel Impact sign pen (black)	20	112.00	2,240.00

30

Conforme:

**DOMINADOR M. MAPOY**  
 Signature over Printed Name of Supplier  
Feb 09 2022  
 Date

**LEVY B. ARAGO JR., Ph.D.**  
 University President

Fund Cluster : TF 7101 (VAB 116)  
 Funds Available : \_\_\_\_\_

ORs/BURS No. : \_\_\_\_\_  
 Date of the ORs/BURS: \_\_\_\_\_  
 Amount : \_\_\_\_\_

**MARIA CRISTINA D. SISCAR, CPA**  
 Accountant III

621