



**DEPARTMENT OF FOREIGN AFFAIRS  
KAGAWARAN NG UGNAYANG PANLABAS**

**PURCHASE ORDER  
DEPARTMENT OF FOREIGN AFFAIRS  
MANILA**

Supplier: **999 CLIQUE ENTERPRISES**  
 Address: 10 Bautista St. Panghulo, Malabon City  
 P.O. No. **11-026-23**  
 Date 29-Nov-23  
 Contact nos: M: 0927-6738748 | E: 999cliqueenterprise@gmail.com  
 Mode of Procurement \_\_\_\_\_ Small value \_\_\_\_\_

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

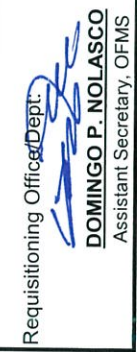
Place of Delivery: Department of Foreign Affairs - 2330 Roxas Boulevard, Pasay City  
 Date of Delivery: n/a  
 Delivery Term: 7-15 working days  
 Payment Term: Government Terms

Item No.	Unit	Quantity	Description	Unit Cost	Amount
<b>OFMS</b>					
1	Box	50	Ball Point Pen, Black, 0.7mm	66.78 P	3,339.00
2	Box	50	Ball Point Pen, Blue, 0.7mm	66.78 P	3,339.00
3	Ream	75	Copy Paper, A3	441.00 P	33,075.00
4	Piece	200	Correction Tape, 8 meters	23.00 P	4,600.00
5	Pack	20	Folder, Plastic Presentation A4 (Sky Blue w/ fastener)	196.00 P	3,920.00
6	Pack	20	Folder, Plastic Presentation Legal (Sky Blue w/ fastener)	212.00 P	4,240.00
7	Box	40	Folder, pressboard, 240mm x 370mm, 100pcs/box	1,512.00 P	60,480.00
8	Piece	100	Glue stick, 8 grams	12.50 P	1,250.00
9	Pack	30	Index Card, plain, 5x8 inches, 50pcs per box	51.00 P	1,530.00
10	Bundle	60	Looseleaf Cover, made of chipboard, for Legal, 50sets/bundle	114.00 P	6,840.00
11	Piece	50	Magazine File Box, Large	114.00 P	5,700.00
12	Piece	50	Notebook, stenographer	22.00 P	1,100.00
13	Ream	75	Paper Color, legal size	269.00 P	20,175.00
14	Ream	80	Paper, DFA Letterhead, A4	780.00 P	62,400.00
15	Ream	1,500	Paper, Multi-Purpose (Copy), 70gsm, A4	210.00 P	315,000.00
16	Box	20	Sign Pen, black w/ rubber grip 1.0, 12pcs/box	250.00 P	5,000.00
17	Box	20	Sign Pen, black w/ rubber grip 0.7, 12pcs/box	250.00 P	5,000.00
18	Box	30	Sign Pen, blue w/ rubber grip 1.0, 12pcs/box	250.00 P	7,500.00
19	Box	30	Sign Pen, blue w/ rubber grip 0.7, 12pcs/box	250.00 P	7,500.00
20	Piece	30	Stamp pad, felt	48.00 P	1,440.00
21	Piece	2	Stamp, Self-inking, w/ DFA & Receiving Print, Date	1,450.00 P	2,900.00
22	Piece	10	Stapler, No. 10	49.00 P	490.00
23	Roll	12	Tape, Electrical - <i>Other Supplies</i>	26.00 P	312.00
24	Roll	180	Tape, Transparent, width: 24mm - <i>Other Supplies</i>	24.00 P	4,320.00
25	Cart	30	Ribbon cart, Epson, LQ-310, black - <i>let</i>	189.00 P	5,670.00
26	Unit	15	In and out tray Desk (executive type) - <i>office</i>	375.00 P	5,625.00
			XXXXXXXXXXXXXXXXXXXX		
<b>( total Amount in Words )</b> Five Hundred Seventy-Two Thousand Seven Hundred Forty-Five Pesos					<b>P 572,745.00</b>

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.

Conforme:  
  
 (Signature over printed name)

Very truly yours,  
  
**PATRICK JOHN U. HILADO**  
 Assistant Secretary, OAMSS

Requisitioning Officer/Dept:   
**DOMINGO P. NOLASCO**  
 Assistant Secretary, OFMS

Funds Available:   
**MINDA R. MAMAD**  
 Acting Chief Accountant

Amount: **₱ 572,745**  
 ALOBS No.: **2024-112-009779**  
*12 Dec 2023*



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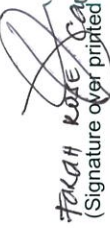
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Requisitioning Officer/Dept:   
**DOMINGO P. NOLASCO**  
 Assistant Secretary, OFMS

Funds Available:   
**MINDARADAT R. MAMAD**  
 Acting Chief Accountant

Amount: 7572745  
 ALOBS No.: 2024-12-009779  
12 Dec 2024