

Republic of the Philippines  
**OFFICE OF THE OMBUDSMAN**  
**OFFICE OF THE DEPUTY OMBUDSMAN FOR THE MILITARY**  
**AND OTHER LAW ENFORCEMENT OFFICES**  
3rd Floor, Ombudsman Building, Agham Road 1104  
**QUEZON CITY**

**PURCHASE ORDER**

<b>Supplier</b> : <b>MULTI-ZERO DIVERSIFIED MARKETING INC.</b>	<b>P.O No:</b> <b>15-015</b>
205 Loring St. Park Avenue, Pasay City	<b>Date:</b> <b>8-Apr-15</b>
<b>TIN</b> : Tel. No. 832-51-85; 831-97-65	<b>Mode of Procurement:</b> <b>NEGOTIATED</b>

**Gentlemen:** **PROCUREMENT**  
Please furnish this office the following articles subject to the terms and condition contained herein:

<b>Place of Delivery:</b> <b>OMBUDSMAN-MOLEO</b>	<b>Delivery Term:</b> <b>FOB</b>
<b>Date of Delivery:</b> <b>WITHIN 30 DAYS FROM RECEIPT</b>	<b>Payment Term:</b> <b>CHARGE</b>

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
	pcs	GLUE TAPE ROLLER, standard	6	38.50	231.00
	pcs	PASTE, Solid 200g. w/ applicator	120	25.50	3,060.00
	rolls	TAPE, masking, 1" x 50m	80	30.80	2,464.00
	rolls	TAPE, Packaging, 2" x 50m	160	21.80	3,488.00
	rolls	TAPE, transparent, 1"x 50m	100	9.90	990.00
	rolls	TAPE, duct, 2",2x50 m., white	32	145.00	4,640.00
	pcs	CD RECORDABLE, w/o case, 70 min. running time	60	20.70	1,242.00
	pcs	CD REWRITABLE, w/o case, high speed, 700 mb	160	33.00	5,280.00
	rolls	PLASTIC STRAW, 1 kilo/roll	60	45.00	2,700.00
	box	RUBBER BAND, high quality, flat cut, durable, 350 grms.	80	108.00	8,640.00
	pcs	BATTERY AA, alkaline, super heavy duty, 1.5 volts	160	36.00	5,760.00
	pcs	BATTERY AAA, alkaline, super heavy duty, 1.5 volts	100	36.00	3,600.00
	box	FASTENER, sharp free, metal, 1 cm. x 5 cm., rolled edge, box of 50s	100	68.00	6,800.00
	box	FASTENER, sharp free, plastic, 1 cm. x 5 cm., rolled edge, box of 50s	60	25.50	1,530.00
	box	FOLDBACK CLIP, double clips 1 1/4 wide, box of 12	30	18.00	540.00
	box	PAPER CLIP, gem type, small, 33mm, vinyl coated, 50 grms.	160	7.00	1,120.00
	box	PAPER CLIP, jumbo, 50mm, vinyl coated, 120 grms.	300	16.25	4,875.00
	box	STAPLE WIRE, #35, standard, 26/6, 5000 pcs./box	150	28.00	4,200.00
	box	STAPLE WIRE,3LS, 13mm.	24	38.00	912.00
	pcs	RING BINDER, WIRE, 25 sheets capacity	120	16.00	1,920.00
	pcs	RING BINDER, plastic comb, 100 sheets capacity	24	24.25	582.00
	pcs	FOLDER, data binder, dark blue, ring lock, 7x3	300	75.00	22,500.00
	pcs	FOLDER, pressboard, plain, long, 300 gsm.	300	9.20	2,760.00
	pcs	FOLDER, tagboard, legal, 14 pts., smooth finish, plain	3000	4.20	12,600.00
	pcs	FOLDER, tagboard, short, 14 pts. smooth finish	300	3.50	1,050.00
	pcs	INDEXCARD BOX, 6x9", min. of 3.0mm thickness, leatherette outside cover	12	180.00	2,160.00
	pcs	DATA FILE BINDER box with cover, legal, color blue	100	290.00	29,000.00
	rolls	PLASTIC cover, 50 meters/roll, transparent, Gauge #4	1	1,012.00	1,012.00
	pcs	CARD, bundy clock, standard size, 14 pts.	100	0.85	85.00
	pcs	CARD, index, 5x8 ruled, both sides	3000	0.35	1,050.00
	pcs	ENVELOPE, doc., 10" x 15", long, 150 lbs	2000	1.08	2,160.00
	pcs	ENVELOPE, doc., short, 150 lbs.	400	0.85	340.00
	pcs	ENVELOPE, expanding, kraft, w/ string, 30 mm. minimum expansion, 285 gsm.	1000	8.70	8,700.00
	pcs	ENVELOPE, Mailing, plain, legal, 70 gsm, white, 500/box	20000	0.37	7,400.00
	pcs	NOTE PAD, 3" X 3", light yellow, stick on, 72 gsm.	350	39.00	13,650.00
	pcs	RECORD BOOK, 300pp, white bond, non-blot, 55 gsm., smythe sewn, pre-numbered	12	63.25	759.00
	pcs	RECORD BOOK, 500pp, white bond, non-blot, 55 gsm., smythe sewn, pre-numbered	60	86.25	5,175.00
	pads	RULED PAD, Paper, non-blot, standard, yellow	260	22.00	5,720.00
	packs	SPECIAL PAPER, 120 gsm. Beige,letter size	200	22.50	4,500.00
	pcs	STENO NOTEBOOK, non-blot, 40 pages	50	13.00	650.00
	btls	AIR FRESHENER, 280ml/can, assorted	150	180.00	27,000.00
	btls	ALCOHOL, rubbing, 500ml, 70% iso.	500	66.70	33,350.00
	pcs	ANAY treatment, big	1	1,840.00	1,840.00
	pcs	DEODORANT CAKE, assorted, 50 grms.	100	28.46	2,846.00
	pcs	FACE MASK, surgical, disposable, earlong, 3-ply	12	46.00	552.00
	btls	FURNITURE CLEANER, aerosol type, 300 ml.	12	265.00	3,180.00
	pairs	HAND GLOVES, big, cloth	12	39.00	468.00
	btls	MULTI-INSECT KILLER, odorless, 330g.	6	315.00	1,890.00
	btls	DISINFECTANT SPRAY, aerosol, 510 oz.	6	402.50	2,415.00
	cans	PASTE CLEANER, dirt /stain remover, 250 grms.	6	55.25	331.50
	pcs	CUTTER, Heavy duty, retractable	6	20.00	120.00
	pcs	PUNCHER, heavy duty, 35 sheets punching capacity or more, 2 hole guide	24	300.00	7,200.00

pcs	PUNCHER, heavy duty, 380 sheets punching capacity	2	11,750.00	23,500.00
pcs	STAPLER, heavy duty, min. stapling capacity of 30 sheets, noiseless, front loading	24	370.00	8,880.00
pcs	TAPE DISPENSER, heavy duty, desktop, for 1"W tape	6	70.00	420.00
pcs	WASTE BASKET, plastic, standard	24	106.00	2,544.00
pcs	SHARPENER, single blade, metal, ordinary	60	13.90	834.00
rolls	TOILET TISSUE PAPER, 2 ply, white wove, 150 pulls	1400	11.50	16,100.00
pcs	FAXFILM KXFP711, for Panasonic fax machine	6	245.00	1,470.00
btls	NUMBERING MACHINE INK, 28g., for metal	12	143.75	1,725.00
pcs	TYPEWRITER RIBBON, compatible for Olympia Compact 5 DM	6	19.30	115.80
btls	STAMP PAD INK w/ brush, purple, 50 ml.	24	37.00	888.00
pcs	RIBBON # 402RF, original, for Fax Machine Brother 878	3	150.00	450.00
pcs	BALLPOINT PEN, black, non-bleed, non-blot	750	3.50	2,625.00
pcs	BALLPOINT PEN, blue, non-bleed, non-blot	200	3.50	700.00
pcs	BALLPOINT PEN, red, non-bleed, non-blot	300	3.50	1,050.00
pcs	CORRECTION TAPE, self adhesive, 5mmx6m	170	29.50	5,015.00
pcs	MARKER, flourescent, assorted colorS	180	19.00	3,420.00
pcs	MARKING PEN, WB, black, non-toxic, bullet/ felt tip	24	15.00	360.00
pcs	PENCIL, wooden #2, with eraser	260	3.60	936.00
pcs	SIGN PEN, blue, original, liquid gel, non-blot, 0.5 mm	360	43.00	15,480.00
pcs	SIGN PEN, black, original, liquid gel, non-blot, 0.5 mm	160	43.00	6,880.00
pcs	SIGN PEN, red, original, liquid gel, non-blot, 0.5 mm	170	43.00	7,310.00
pcs	SIGN PEN, blue, original, liquid gel, non-blot, 0.7 mm	40	46.25	1,850.00
pcs	SIGN PEN, red, original, liquid gel, non-blot, 0.7 mm	24	46.25	1,110.00

(Total Amount in Words) **THREE HUNDRED SEVENTY THOUSAND SEVEN HUNDRED AND 30/100 PESOS ONLY.** **370,700.30**

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent shall be imposed for each day of late delivery.

Very truly yours,

Conforme:

\_\_\_\_\_  
(Signature over Printed Name)

\_\_\_\_\_  
(Date)

**CYRIL E. RAMOS**  
Deputy Ombudsman

Funds Available:

**RAPHAEL L. GARCIA**  
Accountant III

Ob. R No.

Amount: **P**