



University of Science and Technology of Southern Philippines

Alubid | Cagayan de Oro | Claveria | Jasaan | Oroquieta | Panason

PURCHASE ORDER

PRN: USTP-GSPB-12-2021-APP-CSE-2022-EPA
Enduser: Mr. Camelo R. Auxilio
Location of Project: USTP-CDO Campus

P.O. No. : 22-01-0001
Date : January 18, 2022
Mode of Procurement: Public Bidding

Supplier : **V.S. TAY, INCORPORATED**
Address : 125 Ramon Magsaysay Avenue, Davao City, Davao Del Sur
E-mail Address : vsstay.wholesaledept@gmail.com
Telephone No. : (082) 226-337 / 221-4036 / 0963-352-2401
TIN : 002-623-291-000
Purpose : Re-bidding of the Proposed Procurement for the Supply and Delivery of Common Office Supplies and Equipment for USTP-CDO (1st Quarter 2022)

Gentlemen:

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

Place of Delivery : SUPPLY OFFICE, USTP-CDO Campus, Lapasan Misamis Oriental
Contact Person for Delivery: Mr. Felix V. Saquilayan, Head Inspection Unit. Contact No. 0926-1777-499
Delivery Term :
Date of Delivery : Sixty (60) calendar days upon receipt of Notice to Proceed
Payment Term :

Stock No.	Unit	Description	Qty.	Unit Cost	Amount
1	rolls	ACETATE, thickness: 0.075mm min (gauge #3)	2	950.00	1,900.00
7	pcs	ASEAN Flag, 100% polyester, 3' x 5'	5	495.00	2,475.00
8	pcs	BALLPEN, Fine Tips, Green	105	10.90	1,144.50
9	packs	BATTERY, dry Cell, size AA, 2 pieces per blister pack	262	39.90	10,453.80
10	packs	BATTERY, dry Cell, size AAA, 2 pieces per blister pack	273	39.90	10,892.70
11	packs	BATTERY, dry Cell, size D, 1.5 volts, alkaline	10	105.80	1,058.00
14	sets	Brother Ink (Original) for DCP-T310 - D60BK - set of colors (Cyan, Magenta, Yellow & Black)	10	1,960.00	19,600.00
15	pcs	BULB, Ultra Violet/ Money Discerner Bulb, 6.0"/152mm MOL, 0.63"/16mm MOD, 115 Approx Initial Lumens	10	73.50	735.00
16	units	CALCULATOR, compact, 12 digits, assorted color	7	380.65	2,664.55
17	packs	CARBON PAPER, Long size, blue, 100pcs/pack	4	706.50	2,826.00
18	packs	CARTOLINA, assorted colors, 10 pcs/pack	113	92.00	10,396.00
19	pcs	CELL CARD, 2 GLOBE and 2 TM, worth 500 each	3	706.50	2,119.50
20	pcs	CERTIFICATE JACKET, with plastic cover, black, 210mm x 297mm (A4)	10	65.00	650.00
22	pcs	CLEARBOOK, 20 Transparent pockets for A4 size, assorted color	5	106.50	532.50
23	pcs	CLEARBOOK, 20 Transparent pockets, for Legal size, assorted color	200	42.20	8,440.00
24	boxes	CLIP, backfold, all metal, clamping: 19mm (-1mm), 12pcs/box	220	12.00	2,640.00
25	boxes	CLIP, backfold, all metal, clamping: 25mm (-1mm), 12pcs/box	252	16.70	4,208.40
26	boxes	CLIP, backfold, all metal, clamping: 32mm (-1mm), 12pcs/box	266	24.55	6,530.30
27	boxes	CLIP, backfold, all metal, clamping: 50mm (-1mm), 12pcs/box	248	60.00	14,880.00

TOTAL BROUGHT FORWARD P 104,146.25

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

Checked and verified by

MELANIE A. JALOVER
Head, Procurement Services
PR No. PR-202201-001

Very truly yours,
ATTY. DIONEL O. ALBINA
Chancellor, USTP CDO Campus

Conforme:

V.S. TAY, INCORPORATED
Signature over printed name of Supplier

01/28/2022
Date

Funds Available:

CHERRY ANN SALUSO-VILLARTE, CPA
Accountant in Charge of Chief Accountant/
Head of Accounting Division/Unit

BUR/ObR No. : 22-01-0058
Amount : 2878,539.25

12/5-02-02-00



University of Science and Technology of Southern Philippines

Alubijid | Cagayan de Oro | Claveria | Jasaan | Oroquieta | Panaon

PURCHASE ORDER

PRN: USTP-GSPB-12-2021-APP-CSE-2022-EPA
 Enduser: Mr. Camelo R. Auxilio
 Location of Project: USTP-CDO Campus
 P.O. No. : 22-01-0001
 Date : January 18, 2022
 Mode of Procurement: Public Bidding

Supplier : **V.S. TAY, INCORPORATED**
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 E-mail Address : vsstay.wholesaledept@gmail.com
 Telephone No. : (082) 226-337 / 221-4036 / 0963-352-2401
 TIN : 002-623-291-000
 Purpose : Re-bidding of the Proposed Procurement for the Supply and Delivery of Common Office Supplies and Equipment for USTP-CDO (1st Quarter 2022)

Gentlemen:

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

Place of Delivery : SUPPLY OFFICE, USTP-CDO Campus, Lapanan Misamis Oriental
 Contact Person for Delivery: Mr. Felix V. Saquilayan, Head
 : Inspection Unit. Contact No. 0926-1777-499
 Delivery Term :
 Date of Delivery : Sixty (60) calendar days upon receipt of Notice to Proceed
 Payment Term :

Stock No.	Unit	Description	Qty.	Unit Cost	Amount
TOTAL CARRIED FORWARD					104,146.25
28	boxes	CONTINUOUS FORM, 1 ply, 280 X 241mm, carbonless, 450 Cuts/pages	15	970.75	14,561.25
29	boxes	CONTINUOUS FORM, 3 ply, 280 X 241mm, carbonless, 450 Cuts/pages	68	972.35	66,119.80
30	packs	CONSTRUCTION PAPER, Asstd colors, A4, 10 pcs/pack	5	20.05	100.25
31	pcs	CORRECTION TAPE, film base type, min 6m	671	13.00	8,723.00
32	pcs	CUTTER KNIFE, for general purpose, 17.7 mm, assorted color	38	36.70	1,394.60
33	pcs	DATA FILE BOX, made of chipboard, with closed ends, 15" x 12" x 10"	130	115.00	14,950.00
34	pcs	DATA FOLDER, made of chipboard, taglia lock, 8 5/8 inches in height (for the front flap), 9 5/8 inches in height (for the back flap) and 11 3/4 inches in width, BLUE	143	95.00	13,585.00
35	pcs	DATA FOLDER, made of chipboard, taglia lock, 8 5/8 inches in height (for the front flap), 9 5/8 inches in height (for the back flap) and 11 3/4 inches in width, RED	87	95.00	8,265.00
36	pcs	DATING AND STAMPING MACHINE, heavy duty	36	280.00	10,080.00
37	pcs	DESK FILE ORGANIZER, 3-4 tier Metal mesh trays, Stackable Rack, Black	2	370.00	740.00
42	boxes	ENVELOPE, documentary, for A4 size document, Kraft, 100 pcs/box	11	180.00	1,980.00
43	boxes	ENVELOPE, DOCUMENTARY, for legal size document, Kraft, 100 pcs/box	111	195.00	21,645.00
44	boxes	ENVELOPE, expanding, kraftboard, for legal size doc, assorted color, 100 pcs/box	110	975.00	107,250.00
45	pcs	ENVELOPE, expanding, plastic, 0.50mm thickness min, assorted color	5	50.00	250.00
46	boxes	ENVELOPE, mailing, white, 70gsm, A4 size, 100 pcs/box	13	174.00	2,262.00
47	boxes	ENVELOPE, mailing, white, with window, Legal size, 100 pcs/box	2	185.00	370.00
48	boxes	EPSON 103 EcoTank Ink Set	20	1,472.00	29,440.00
TOTAL BROUGHT FORWARD					P 405,862.15

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

Checked and verified by:

MELANIE A. JALOVER
 Head, Procurement Services
 PR No. PR/202201-001

Very truly yours,
ATTY. DRONEL O. ALBINA
 Chancellor, USTP CDO Campus

Conforme:

(Signature)
V.S. TAY, INCORPORATED

Signature over printed name of Supplier

01/24/2022
Date

Funds Available:

CHERRY ANN SALUSOD-VILLARTE, CPA
ACCOUNTANT III

Signature of the Chief Accountant/
 Head of Accounting Division/Unit

BUR/Obr No. : *67 22-01-0052*
 Amount : *2,598,559.25*

123 / 5-02-03-000



University of Science and Technology of Southern Philippines

Alubijid | Cagayan de Oro | Claveria | Jasaan | Oroquieta | Panaon

PURCHASE ORDER

PRN: USTP-GSPB-12-2021-APP-CSE-2022-EPA
 Enduser: Mr. Camelo R. Auxilio
 Location of Project: USTP-CDO Campus

Supplier : **V.S. TAY, INCORPORATED**
 Address : 125 Ramon Magsaysay Avenue, Davao City, Davao Del Sur
 E-mail Address : ystay.wholesaledept@gmail.com
 Telephone No. : (082) 226-337 / 221-4036 / 0963-352-2401
 TIN : 002-623-291-000
 Purpose : Re-bidding of the Proposed Procurement for the Supply and Delivery of Common Office Supplies and Equipment for USTP-CDO (1st Quarter 2022)

P.O. No. : 22-01-0001
 Date : January 18, 2022
 Mode of Procurement: Public Bidding

Gentlemen:

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

Place of Delivery : SUPPLY OFFICE, USTP-CDO Campus, Lapasan Misamis Oriental
 Contact Person for Delivery: Mr. Felix V. Saquilayan, Head Inspection Unit. Contact No. 0926-1777-499
 Delivery Term :
 Date of Delivery : Sixty (60) calendar days upon receipt of Notice to Proceed
 Payment Term :

Stock No.	Unit	Description	Qty.	Unit Cost	Amount
TOTAL CARRIED FORWARD					405,862.15
49	carts	EPSON, 003 BT, INK BLACK	47	368.00	17,296.00
50	carts	EPSON, 003 BT, INK CYAN	47	368.00	17,296.00
51	carts	EPSON, 003 BT, INK MAGENTA	47	368.00	17,296.00
52	carts	EPSON, 003 BT, INK YELLOW	47	368.00	17,296.00
53	pcs	ERASER, FELT, for blackboard/whiteboard, 5" x 2" x 1"	4	13.00	52.00
56	boxes	FASTENER, metal, non-sharp edges, 70mm between prongsm, 50 sets/box	153	91.70	14,030.10
57	boxes	FASTENER, PLASTIC, 25mm, 50 sets/box	14	77.00	1,078.00
58	pcs	FILE ORGANIZER, expanding, plastic, legal, 12 pockets, assorted color	80	145.00	11,600.00
59	sets	FILE TAB DIVIDER, bristol board, for A4, 5pcs/set	80	45.00	3,600.00
60	sets	FILE TAB DIVIDER, bristol board, for legal, 5pcs/set	5	45.00	225.00
63	pcs	FOLDER, Expanded, Legal, Assorted Color	50	16.25	812.50
64	bundles	FOLDER, fancy, with slide, for A4 size documents, assorted color, 50pcs/bundle	134	200.00	26,800.00
65	bundles	FOLDER, fancy, with slide, for legal size documents, assorted color, 50pcs/bundle	166	225.00	37,350.00
66	packs	FOLDER, L-type, PLASTIC, for A4 size documents, assorted color, 25pcs/pack	135	146.25	19,743.75
67	packs	FOLDER, L-type, PLASTIC, for legal size documents, assorted color, 25pcs/pack	121	162.50	19,662.50
68	boxes	FOLDER, pressboard, size: 240mm x 370mm (-5mm), assorted color, 50pcs/box	5	750.00	3,750.00
69	packs	FOLDER, TAGBOARD, with tab, for A4 size documents, assorted color, 25 pcs/packs	25	212.50	5,312.50
70	packs	FOLDER, TAGBOARD, with tab, for legal size documents, assorted color, 25pcs/packs	22	362.50	7,975.00

TOTAL BROUGHT FORWARD P 627,037.50

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

Checked and verified by:

MELANIE A. JALOVER
 Head, Procurement Services
 PR No. PR-202201-001

Very truly yours,
ATTY. DIONEL O. ALBINA
 Chancellor, USTP CDO Campus

Conforme:

(Signature)
V.S. TAY, INCORPORATED

Signature over printed name of Supplier
 Date: 01/26/2022

Funds Available:

CHERRY ANN SALUSAS-VILLARTE, CPA
 ACCOUNTANT IN CHIEF
 Chief Accountant/
 Head of Accounting Division/Unit

BUR/Obr No. : CP 22-01-0050
 Amount : 2,878,159.25

63/5-02-03-010



University of Science and Technology of Southern Philippines

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PURCHASE ORDER

PRN: USTP-GSPB-12-2021-APP-CSE-2022-EPA
 Enduser: Mr. Camelo R. Auxilio
 Location of Project: USTP-CDO Campus

P.O. No. : 22-01-0001
 Date : January 18, 2022
 Mode of Procurement: Public Bidding

Supplier : **V.S. TAY, INCORPORATED**
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 TIN : 002-623-291-000
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Gentlemen:
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 Contact Person for Delivery: Mr. Felix V. Saquilayan, Head
 Inspection Unit. Contact No. 0926-1777-499
 Date of Delivery : Sixty (60) calendar days upon receipt of Notice to Proceed
 Delivery Term :
 Payment Term :

Stock No.	Unit	Description	Qty.	Unit Cost	Amount
TOTAL CARRIED FORWARD					627,037.50
72	jars	GLUE, all purpose, gross weight: 200 grams min	95	78.60	7,467.00
74	boxes	INDEX TAB, self-adhesive, transparent, 5set/box	259	71.00	18,389.00
75	bottles	INK BOTTLE, BROTHER BT 6000 (black)	2	615.00	1,230.00
76	bottles	INK BOTTLE, Epson L200 model C4123 ink, Black	2	330.00	660.00
77	bottles	INK BOTTLE, Epson L200 model C4123 ink, Colored	2	320.00	640.00
78	bottles	INK BOTTLE, EPSON L3110, 65ml, 003BK, BLACK	10	368.00	3,680.00
79	bottles	INK BOTTLE, EPSON L3110, 65ml, 003C, CYAN	9	368.00	3,312.00
80	bottles	INK BOTTLE, EPSON L3110, 65ml, 003M, MAGENTA	9	368.00	3,312.00
81	bottles	INK BOTTLE, EPSON L3110, 65ml, 003Y, YELLOW	9	368.00	3,312.00
82	bottles	INK BOTTLE, HP Deskjet advantage 2645 Black	2	590.00	1,180.00
83	bottles	INK BOTTLE, HP Deskjet advantage 2645 Colored	1	590.00	590.00
84	bottles	INK BOTTLE, HP GT51, Black	42	412.00	17,304.00
85	bottles	INK BOTTLE, HP GT52, Cyan	31	412.00	12,772.00
86	bottles	INK BOTTLE, HP GT52, Magenta	36	412.00	14,832.00
87	bottles	INK BOTTLE, HP GTS2, Yellow	36	412.00	14,832.00
88	carts	INK CART, BROTHER (BT5000C), Cyan	48	550.00	26,400.00
89	carts	INK CART, BROTHER (BT5000M), Magenta	48	550.00	26,400.00
90	carts	INK CART, BROTHER (BT5000Y), Yellow	48	550.00	26,400.00
91	carts	INK CART, BROTHER (BTD60BK), Black	56	550.00	30,800.00
92	carts	INK CART, BROTHER LC40BK, Black	8	1,000.00	8,000.00
TOTAL BROUGHT FORWARD					P 848,549.50

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

Checked and verified by:
MELANIE A. JALOVER
 Head, Procurement Services
 PR No. PR-202201-001

Very truly yours,

ATTY. DIONEL O. ALBINA
 Chancellor, USTP CDO Campus

Conforme:

V.S. TAY, INCORPORATED
 Signature over printed name of Supplier
 Date: 01/18/2022

Funds Available:
CHERRY ANN SALUSOD-VILLARTE, CPA
 Signature of Chief Accountant/
 Head of Accounting Division/Unit

BUR/Obr No. : CE 22-01-0002
 Amount : 21,578,559.85

12/15-2022-010



University of Science and Technology of Southern Philippines

Abulid | Cagayan de Oro | Claveria | Jasaan | Oroquieta | Panoson

PURCHASE ORDER

PRN: USTP-GSPB-12-2021-APP-CSE-2022-EPA
 Enduser: Mr. Camelo R. Auxilio
 Location of Project: USTP-CDO Campus

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P.O. No. : 22-01-0001
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 Contact Person for Delivery: Mr. Felix V. Saquilayan, Head
 Inspection Unit. Contact No. 0926-1777-499
 Delivery Term :
 Date of Delivery : Sixty (60) calendar days upon receipt of Notice to Proceed
 Payment Term :

Stock No.	Unit	Description	Qty.	Unit Cost	Amount
TOTAL CARRIED FORWARD					848,549.50
93	carts	INK CART, BROTHER LC40C, Cyan	7	1,000.00	7,000.00
94	carts	INK CART, BROTHER LC40M, Magenta	7	1,000.00	7,000.00
95	carts	INK CART, BROTHER LC40Y, Yellow	7	1,000.00	7,000.00
96	carts	INK CART, BROTHER LC67B, Black	7	1,225.00	8,575.00
97	carts	INK CART, BROTHER MFC-TB10W, Color: YELLOW, Magenta, Black, Cyan	1	1,960.00	1,960.00
98	carts	INK CART, CANON CL-741, Colored	7	1,087.90	7,615.30
99	carts	INK CART, CANON PG-740, Black	6	1,123.75	6,742.50
100	carts	INK CART, EPSON C13T664100 (T6641), Black	116	315.00	36,540.00
101	carts	INK CART, EPSON C13T664200 (T6642), Cyan	116	315.00	36,540.00
102	carts	INK CART, EPSON C13T664300 (T6643), Magenta	116	315.00	36,540.00
103	carts	INK CART, EPSON C13T664400 (T6644), Yellow	116	315.00	36,540.00
104	carts	INK CART, HP Laserjet Pro M101-M104	1	5,560.00	5,560.00
105	carts	INK CARTRIDGE, BROTHER LC 3617BK (black)	3	937.50	2,812.50
106	carts	Ink Cartridge, HP T6L89AA (HP905) Cyan	5	1,438.00	7,190.00
107	carts	Ink Cartridge, HP T6L93AA (HP905) Magenta	8	937.50	7,500.00
108	carts	Ink Cartridge, HP T6L97AA (HP905) Yellow	8	937.50	7,500.00
109	carts	Ink Cartridge, HP T6M01AA (HP905) Black	13	937.50	12,187.50
110	bottles	INK, for stamp pad, violet/purple	30	34.60	1,038.00
111	pcs	INK, HP Ink Tank 315, genuine, black	17	550.00	9,350.00
112	pcs	INK, HP Ink Tank 315, genuine, cyan	8	550.00	4,400.00
TOTAL BROUGHT FORWARD					P 1,098,140.30

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

Checked and verified by:
MELANIE A. JALOVER
 Head, Procurement Services
 PR No. PR-202201-001

Very truly yours,
ATTY. DIONEL O. ALBINA
 Chancellor, USTP CDO Campus

Conforme:

V.S. TAY, INCORPORATED
 Signature over printed name of Supplier
 Date: 01/24/2022

Funds Available:
CHERRY ANN SALUSO-VILLARTE, CPA
 ACCOUNTANT III
 Signature of Chief Accountant/
 Head of Accounting Division/Unit

BUR/Obr No. : CE 22-01-0057
 Amount : 2,898,551.25

109/5-02-09-010



University of Science and Technology of Southern Philippines

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PURCHASE ORDER

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 Payment Term :

Stock No.	Unit	Description	Qty.	Unit Cost	Amount
TOTAL CARRIED FORWARD					1,098,140.30
113	pcs	INK, HP Ink Tank 315, genuine, magenta	8	550.00	4,400.00
114	pcs	INK, HP Ink Tank 315, genuine, yellow	8	550.00	4,400.00
119	pcs	MAGAZINE FILE BOX, LARGE size, made of chipboard, assorted color	70	115.00	8,050.00
120	sets	MARKER, fluorescent, 3 assorted colors per set	188	40.50	7,614.00
121	pcs	MARKER, permanent, black, bullet type	215	9.85	2,117.75
122	pcs	MARKER, permanent, blue, bullet type	203	9.85	1,999.55
123	pcs	MARKER, permanent, red, bullet type	37	9.85	364.45
124	pcs	MARKER, whiteboard, black, felt tip, bullet type	117	21.00	2,457.00
125	pcs	MARKER, whiteboard, blue, felt tip, bullet type	116	21.00	2,436.00
126	pcs	MARKER, whiteboard, red, felt tip, bullet type	82	21.00	1,722.00
128	pads	NOTE PAD, stick on, 76mm x 76mm (3" x 3") min, 100 sheets/pad	325	59.45	19,321.25
129	pads	NOTE PAD, stick on, 50mm x 76mm (2" x 3") min, 100 sheets/pad	385	40.75	15,688.75
130	pads	NOTE PAD, stick on, 76mm x 100mm (3" x 4") min, 100 sheets/pad	400	65.20	26,080.00
131	pcs	NOTEBOOK, stenographer, spiral, 40 leaves	20	13.20	264.00
132	reams	PAPER BOOK, subs. 20, A4, 500 sheets/Ream	62	159.00	9,858.00
133	reams	PAPER BOOK, subs. 20, legal, 500 sheets/Ream	64	177.00	11,328.00
134	reams	PAPER BOOK, subs. 20, Short, 500 sheets/Ream	12	150.00	1,800.00
135	boxes	PAPER CLIP, vinyl/plastic coated, length: 32mm min, 100pcs/box	219	8.50	1,861.50
136	boxes	PAPER CLIP, vinyl/plastic coated, length: 50mm min, 100pcs/box	163	18.00	2,934.00
TOTAL BROUGHT FORWARD					P 1,222,836.55

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Checked and verified by:
MELANIE A. JALOVER
 Head, Procurement Services
 PR No. PR-202201-001

Very truly yours,
ATTY. DIONEL O. ALBINA
 Chancellor, USTP CDO Campus

Conforme:

V.S. TAY, INCORPORATED
 Signature over printed name of Supplier
 Date: 01/26/2022

Funds Available:
CHERRY ANN SALUSOP-VILLARTE, CPA
 Signature Over Printed Name of Chief Accountant/
 Head of Accounting Division/Unit

BUR/OBR No. : 22-01-0001
 Amount : 2,222,836.55

12/5-02-03-010



University of Science and Technology of Southern Philippines

Alabid | Cagayan de Oro | Claveria | Jasaan | Oroquieta | Panaon

PURCHASE ORDER

PRN: USTP-GSPB-12-2021-APP-CSE-2022-EPA
Enduser: Mr. Camelo R. Auxilio
Location of Project: USTP-CDO Campus

Supplier	: V.S. TAY, INCORPORATED	P.O. No.	: 22-01-0001
Address	: 125 Ramon Magsaysay Avenue, Davao City, Davao Del Sur	Date	: January 18, 2022
E-mail Address	: vstay.wholesaledept@gmail.com	Mode of Procurement:	Public Bidding
Telephone No.	: (082) 226-337 / 221-4036 / 0963-352-2401		
TIN	: 002-623-291-000		
Purpose	Re-bidding of the Proposed Procurement for the Supply and Delivery of Common Office Supplies and Equipment for USTP-CDO (1st Quarter 2022)		

Gentlemen:

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

Place of Delivery	SUPPLY OFFICE, USTP-CDO Campus, Lapasan Misamis Oriental Contact Person for Delivery: Mr. Felix V. Saquilayan, Head Inspection Unit. Contact No. 0926-1777-499	Delivery Term	:
Date of Delivery	: Sixty (60) calendar days upon receipt of Notice to Proceed	Payment Term	:

Stock No.	Unit	Description	Qty.	Unit Cost	Amount
TOTAL CARRIED FORWARD					1,222,836.55
137	reams	PAPER, Multicopy, 80 gsm, size: A3, 500 sheets/Ream	4	495.00	1,980.00
138	reams	PAPER, MULTICOPY, A4, 80 gsm, size: 210mm x 297mm, 500 sheets/Ream	800	194.00	155,200.00
139	reams	PAPER, MULTICOPY, Legal, 80gsm, size: 216mm x 330mm, 500 sheets/Ream	600	215.00	129,000.00
140	reams	PAPER, Multi-Purpose Copy, A4, 70 gsm, size: 210mm x 297mm, 500 sheets/Ream	800	159.00	127,200.00
141	reams	PAPER, multi-purpose Copy, legal, 70gsm, size: 216mm x 330mm, 500 sheets/Ream	630	177.00	111,510.00
142	pcs	Pen Holder, metal, cylinder, black	5	120.00	600.00
143	pcs	PENCIL SHARPENER, manual, single cutter head, Heavy Duty, assorted colors	7	222.90	1,560.30
144	boxes	PENCIL, lead, with eraser, wood cased, hardness: HB, 12pcs/box	24	34.00	816.00
145	pcs	PHILIPPINE NATIONAL FLAG, 100% polyester, 3' x 5'	5	313.30	1,566.50
146	pcs	PORTAFILE, color Red, long	128	115.00	14,720.00
150	pcs	PUNCHER, paper, heavy duty, with two hole guide, blue	18	165.85	2,985.30
152	books	RECORD BOOK, 300 PAGES, size: 214mm x 278mm min	50	170.00	8,500.00
153	books	RECORD BOOK, 500 PAGES, size: 214mm x 278mm min	249	180.00	44,820.00
154	carts	RIBBON CART, EPSON C13S015531 (S015086), Black	13	1,062.00	13,806.00
155	carts	RIBBON CART, EPSON C13S015327 (For FX-2190), Black	10	490.00	4,900.00
156	pcs	RIBBON CARTRIDGE, LQ310	49	195.00	9,555.00
157	pcs	RIBBON Cartridge, LX 300+II	26	175.00	4,550.00
158	pcs	RIBBON, EPSON LQ 680 Pro	8	680.00	5,440.00
159	ribbons	RIBBON, Fujitsu Printer DL 38500+ black (KA02004-C801)	5	935.00	4,675.00
TOTAL BROUGHT FORWARD					P 1,866,220.65

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

Checked and verified by:

MELANIE A. JALOVER
Head, Procurement Services
PR No. PR-202201-001

Very truly yours,

ATTY. DIONEL O. ALBINA
Chancellor, USTP CDO Campus

Conforme:

(Signature)
V.S. TAY, INCORPORATED

Signature over printed name of Supplier

Date

Funds Available:

CHERRY ANN SALUSOD-VILLARTE, CPA
ACCOUNTANT III Chief Accountant/
Head of Accounting Division/Unit

BUR/Obr No. : CE 22-01-0001
Amount : 2,818,559.25

12/15-02-03-00



University of Science and Technology of Southern Philippines

Abubajid | Cagayan de Oro | Claveria | Jasaan | Otonojeta | Panaon

PURCHASE ORDER

PRN: USTP-GSPB-12-2021-APP-CSE-2022-EPA
 Enduser: Mr. Camelo R. Auxilio
 Location of Project: USTP-CDO Campus

P.O. No. : 22-01-0001
 Date : January 18, 2022
 Mode of Procurement: Public Bidding

Supplier : **V.S. TAY, INCORPORATED**
 Address : 125 Ramon Magsaysay Avenue, Davao City, Davao Del Sur
 E-mail Address : vstay.wholesaledept@gmail.com
 Telephone No. : (082) 226-337 / 221-4036 / 0963-352-2401
 TIN : 002-623-291-000
 Purpose : Re-bidding of the Proposed Procurement for the Supply and Delivery of Common Office Supplies and Equipment for USTP-CDO (1st Quarter 2022)

Gentlemen:

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

Place of Delivery : SUPPLY OFFICE, USTP-CDO Campus, Lapaan Misamis Oriental
 Contact Person for Delivery: Mr. Felix V. Saquilayan, Head Inspection Unit. Contact No. 0926-1777-499
 Date of Delivery : Sixty (60) calendar days upon receipt of Notice to Proceed

Delivery Term :

Payment Term :

Stock No.	Unit	Description	Qty.	Unit Cost	Amount
TOTAL CARRIED FORWARD					1,866,220.65
160	bundles	RING BINDER, plastic, 32mm, 84 rings, Blue, 5rolls/bundle	13	263.75	3,428.75
161	boxes	RUBBER BAND, 70mm min lay flat length (#18)	4	153.00	612.00
162	pcs	RULER, plastic, 450mm, width: 38mm min	4	52.20	208.80
164	pairs	SCISSORS, symmetrical, blade length: 65mm min, Blue	18	63.00	1,134.00
166	pcs	SIGN PEN, black, liquid/gel ink, 0.5mm needle tip	973	22.20	21,600.60
167	pcs	SIGN PEN, blue, liquid/gel ink, 0.5mm needle tip	865	22.20	19,203.00
168	pcs	SIGN PEN, red, liquid/gel ink, 0.5mm needle tip	535	22.20	11,877.00
170	pcs	STAMP PAD, felt, bed dimension: 60mm x 100mm min, violet/purple	16	46.75	748.00
171	pcs	STAPLE REMOVER, plier type, Stainless Steel	11	59.80	657.80
172	boxes	Staple Wire, 23/6	10	295.90	2,959.00
173	boxes	STAPLE WIRE, for heavy duty staplers, (23/13) or heavy duty, binder type	22	50.00	1,100.00
174	boxes	STAPLE WIRE, standard No. 35, (26/6)	223	35.90	8,005.70
175	pcs	STAPLER, standard type, load cap: 200 staples min, Blue	45	154.40	6,948.00
176	reams	STICKER PAPER, A4, Matte, 50 pcs/reams	15	275.00	4,125.00
178	pcs	TAPE DISPENSER, table top, for 24mm width tape, blue	5	81.50	407.50
179	rolls	Tape, Double adhesive, 2", 48mm x 30m	5	180.40	902.00
180	rolls	TAPE, electrical, 18mm x 16mm min	4	22.85	91.40
181	rolls	TAPE, masking, width: 24mm (±1mm)	228	60.05	13,691.40
182	rolls	TAPE, MASKING, width: 48mm (±1mm)	156	117.25	18,291.00
TOTAL BROUGHT FORWARD					P 1,982,211.60

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

Checked and verified by
MELANIE A. JALOVER
 Head, Procurement Services
 PR No. PR-202201-001

Very truly yours,
ATTY. DIONEL O. ALBINA
 Chancellor, USTP CDO Campus

Conforme:

V.S. TAY, INCORPORATED
 Signature over printed name of Supplier
 Date: 01/26/22

Funds Available:
CHERRY ANN SALUSAO-VILLARTE, CPA
 ACCOUNTANT III
 Signature of Chief Accountant/
 Head of Accounting Division/Unit

BUR/Obr No. : CP 22-01-0058
 Amount : 2,988,559.25

22-01-0001



University of Science and Technology of Southern Philippines

Alubijid | Cagayan de Oro | Claveria | Jasaan | Oroquieta | Pansol

PURCHASE ORDER

PRN: USTP-GSPB-12-2021-APP-CSE-2022-EPA
 Enduser: Mr. Camelo R. Auxilio
 Location of Project: USTP-CDO Campus

Supplier : **V.S. TAY, INCORPORATED**
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P.O. No. : 22-01-0001
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 Mode of Procurement: Public Bidding

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 Contact Person for Delivery: Mr. Felix V. Saquilayan, Head
 Inspection Unit. Contact No. 0926-1777-499
 Delivery Term :
 Date of Delivery : Sixty (60) calendar days upon receipt of Notice to Proceed
 Payment Term :

Stock No.	Unit	Description	Qty.	Unit Cost	Amount
TOTAL CARRIED FORWARD					1,982,211.60
183	rolls	TAPE, packaging, width: 48mm (±1mm)	144	24.60	3,542.40
184	rolls	TAPE, transparent, width: 24mm (±1mm)	394	11.10	4,373.40
185	rolls	TAPE, transparent, width: 48mm (±1mm)	183	21.95	4,016.85
189	carts	TONER CART, HP CB435A, Black	35	3,900.00	136,500.00
190	carts	TONER CART, HP CE278A, Black	2	4,375.00	8,750.00
191	carts	TONER CART, HP CE285A (HP85A), Black	108	3,775.00	407,700.00
192	carts	TONER CART, Kyocera TK-1175, Black	11	7,700.00	84,700.00
193	carts	TONER CART, SAMSUNG MLT-D105L, Black	2	5,400.00	10,800.00
194	carts	TONER CARTRIDGE, BROTHER TN-1000	20	2,200.00	44,000.00
195	carts	Toner Cartridge, HP CF217A (HP17A) Black Laser Jet	28	3,600.00	100,800.00
196	carts	TONER CCART, Kyocera, TK 1147	3	7,625.00	22,875.00
197	packs	TONER POWDER, BROTHER TN-1000 (150g)	20	550.00	11,000.00
198	pcs	TONER, Brother 2280	2	3,360.00	6,720.00
199	carts	TONER, HP Laserjet, genuine, CF 230A	10	4,400.00	44,000.00
202	pc	Whiteboard Magnetic brackout type mobile writing board home office children blackboards teaching training magnetic white class erasable kanban double sided, 4X8 Ft with Stand, white green	1	6,570.00	6,570.00
Nothing Follows					

GRAND TOTAL: TWO MILLION EIGHT HUNDRED SEVENTY-EIGHT THOUSAND FIVE HUNDRED FIFTY-NINE PESOS AND 25/100 P 2,878,559.25

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

Checked and verified by:
MELANIE A. JALOVER
 Head, Procurement Services
 PR No. PR 202201-001

Very truly yours,
ATTY. DIONEL O. ALBINA
 Chancellor, USTP CDO Campus

Conforme:

V.S. TAY, INCORPORATED
 Signature over printed name of Supplier
 Date: 01/26/2022

Funds Available:
CHERRY ANN SALUSOD-VILLARTE, CPA
 ACCOUNTANT III
 Signature of Chief Accountant/
 Head of Accounting Division/Unit

BUR/ObR No. : 09 22-01-0002
 Amount : 2,878,559.25

12-3/5-02-03-010