



**Civil Aviation Authority of the Philippines
PURCHASE ORDER**

Supplier: **ALTAH MERC HANDLINE** PO No. **CAAP 2023-12-001**
 Address: **Rizal St., Poblacion, Pasay City** Date: **12/09/2023**
 TIN: **110-924-818** Mode of Procurement: **SVP**

Gentlemen:

Please furnish this Office the following articles subject to the terms and conditions contained herein.

Place of Delivery: **CAAP, Caticlan Airport** Delivery Term: **45 LTD**
 Mode of Payment: **Check**

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
Common Office Supplies					
1	pcs	BALLPEN, Label Castle, (Black & Blue)	470	23.00	9,660.00
2	pcs	BALLPEN, VARIOUS COLORS, 0.4mm needle Dong A My	200	49.00	8,000.00
3	pack	CLIPBOARD, Legal Refill (10 pcs per pack)	17	95.00	1,425.00
4	pcs	CLIPBOARD, legal with cover	5	175.00	875.00
5	pcs	CORRECTION PEN, fluid, permanent	20	55.00	1,099.00
6	pcs	CORRECTION TAPE, 5mm x 1in	20	48.00	960.00
7	boxes	CUTTER BLADE, 10 pieces per tub	2	90.00	180.00
8	pcs	CUTTER KNIFE	5	85.00	425.00
9	pcs	DYMO (Label Cassette refill 12mm/7m) 1/2" x 2 1/2"	6	249.00	1,494.00
10	pcs	ENVELOPE, ENVELOPE, ENVELOPE (brown, 10mg)	120	9.00	1,080.00
11	pcs	ENVELOPE, EXPANDING, KRAFTBOARD, for legal size	30	32.00	1,170.00
12	pcs	ENVELOPE, TRANSPARENT, plastic, long and short	30	18.00	540.00
13	boxes	ERASER, FELT, FOR BLACKBOARD OR WHITEBOARD	3	38.00	114.00
14	boxes	PASTER, plastic, 40 sets per box (8.5 inches long)	4	178.00	712.00
15	pcs	FOLDER, assorted color, legal size,	75	19.00	1,425.00
16	pcs	Folder white (legal size)	150	17.00	2,550.00
17	tubes	GLUE, elmers glue 240ml	6	34.00	804.00
18	boxes	INK REFILL, permanent, various color	4	128.00	512.00
19	pcs	MARKER, FLUORESCENT, assorted color	24	70.00	1,680.00
20	pcs	MARKER, PERMANENT, fine, various colors	12	70.00	840.00
21	pcs	MARKER, PERMANENT, broad, various colors	6	70.00	420.00
22	pcs	MARKER, WHITEBOARD, various colors	12	70.00	840.00
23	pcs	NOTEPAD, STICK-ON, assorted sizes	12	66.00	792.00
24	boxes	PAPER CLIP, various sizes, 100 pieces/box	6	55.00	330.00
25	reams	PAPER, MULTICOPY, 70gsm, size: 210mm x 297mm (A4)	40	320.00	12,800.00
26	reams	PAPER, MULTICOPY, 70gsm, size: 216mm x 279mm	20	320.00	6,400.00
27	reams	PAPER, MULTICOPY, 70gsm, size: 216mm x 279mm	12	320.00	3,840.00
28	packs	PAPER, PHOTO, various sizes, waterproof, glossy,	10	148.00	1,480.00
29	packs	PAPER, SPECIAL, A4, various colors, 10 sheets/pack	5	118.00	590.00
30	packs	POST-IT, Plastic Label (align here)	16	88.00	1,408.00
31	boxes	PUSH PINS, various colors	3	56.00	168.00
32	pcs	RECORD BOOK, assorted pages, size: 214mm x 278mm	6	138.00	828.00
33	pcs	SCISSORS, asymmetrical, blade length: 65mm, 1 piece in	8	98.00	784.00
34	pcs	STAMP PAD, Size No. 2 (Purple)	4	88.00	352.00
35	pcs	STAPLE WIRE REMOVER, PLIER TYPE	6	79.00	474.00
36	boxes	STAPLE WIRE, No. 10	4	29.00	116.00
37	pcs	STAPLER, STANDARD TYPE, 200 staples min, 1 piece in	6	250.00	1,500.00
38	pack	STICKER PAPER, A4, inkjet, high gloss, 80gsm,	30	98.00	2,940.00
39	pcs	TAPE DISPENSER, TABLE TOP	3	230.00	690.00
40	rolls	TAPE, DOUBLE-SIDED, 1 inch	24	55.00	1,320.00
41	pcs	TAPE, MASKING, 1 inch	10	45.00	450.00
42	rolls	TAPE, PACKAGING, width: 2"	10	75.00	750.00
43	rolls	TAPE, TRANSPARENT, 1 inch	10	43.00	430.00
IT Supplies					
44	pcs	CANON 810, black	2	1,100.00	2,200.00
45	pcs	CANON 811, colored	2	1,400.00	2,800.00

CAAP-ACVI-SUP-005
 Revision No. 1
 Revision Date: June 3, 2021



**Civil Aviation Authority of the Philippines
PURCHASE ORDER**

Supplier: ALSTAR MERCHANDISE PO No.: GPR 2023-12-003
 Address: Rizal St., Pob. Pontevedra Capiz Date: 12/6/2023
 TIN: 118-524-818 Mode of Procurement: SVP

Gentlemen:

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

Place of Delivery: CAAP, Caticlan Airport Delivery Term: 45 CD
 Mode of Payment: Check

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
46	pcs	Computer Wireless Mouse (A4Tech)	3	499.00	1,497.00
47	bottles	EPSON, various colors Refill (Epson L120) T6641	6	328.00	1,968.00
48	bottles	EPSON, various colors Refill (Epson L120) T6642	6	328.00	1,968.00
49	bottles	EPSON, various colors Refill (Epson L120) T6643	6	328.00	1,968.00
50	bottles	EPSON, various colors Refill (Epson L120) T6644	6	328.00	1,968.00
51	bottles	EPSON, various colors Refill (Epson L3156) Black	2	328.00	656.00
52	bottles	EPSON, various colors Refill (Epson L3156) Cyan	2	328.00	656.00
53	bottles	EPSON, various colors Refill (Epson L3156) Magenta	2	328.00	656.00
54	bottles	EPSON, various colors Refill (Epson L3156) Yellow	2	328.00	656.00
55	units	EXTERNAL HARD DRIVE, 1TB, 2.5" HDD, USB 3.0	3	3,700.00	11,100.00
56	cart.	HP 704 Black	8	689.00	5,512.00
57	cart.	HP 704 Tri-Color	8	689.00	5,512.00
58	cart.	HP 932 Black	2	1,300.00	2,600.00
59	cart.	HP 933 /cyan	2	1,300.00	2,600.00
60	cart.	HP 933 /magenta	2	1,300.00	2,600.00
61	cart.	HP 933 /yellow	2	1,300.00	2,600.00
62	pcs	Keyboard Wired for PC (USB) (A4tech)	2	550.00	1,100.00
63	rolls	RJ45 connector, pass-through modular plug (100 pcs.)	1	499.00	499.00
64	pack	RJ45 cable boots, snagless, rubber, blue (100 pcs)	1	489.00	489.00
65	pack	Telephone Set	1	1,400.00	1,400.00
66	units	Telephone Set (Wall Type keypad not on the handset)	2	1,100.00	2,200.00
67	units	TONER KIT- Kyocera TK-100	2	1,800.00	3,600.00
68	cart.	TONER, Ineo 116 photocopier (box of 2)	2	1,800.00	3,600.00
69	box	TONER- Ineo, 118 (box of 2)	2	1,800.00	3,600.00
70	box	UNINTERRUPTIBLE POWER SUPPLY, 325 watts/650VA	2	3,300.00	6,600.00
71	units	USB Independent Battery Charger (Li-Ion 3.7V 18650 4	2	599.00	1,198.00
72	unit	Velcro straps, 10mm x 5 meters	1	250.00	250.00

Total Amount in words **One Hundred Forty-Nine Thousand Three Hundred One Pesos Only** **149,301.00**

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 everyday of delay shall be imposed.

Very truly yours,

[Signature]
ENGR. EUSEBIO MONSERATE JR.
 Acting Area Manager - Area Center 6

Authorized Official

Conforms:

[Signature]
MARY ANN IRADIN / Authorized Rep.
 Signature over Printed Name of Supplier

Date: 12-13-23

Funds Available:

[Signature]
MS. LIZA MAE NAORBE
 Area Accountant

BUR No.: 2023-12-0150Amount: ₱ 149,301.-

CAAP-ACVI-SUP-005
 Revision No.: 1
 Revision Date: June 3, 2021

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