

Supplier: **FAVOR OFFICE AND SCHOOL ENTERPRISE** PO No.: 2023-12-097  
 Address: Brgy. Onate St. Mandurriao, Iloilo City Date: 12/14/2023  
 TIN: 296-040-170-000 Mode of Procurement: SVP

Gentlemen:

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

Place of Delivery: CAAP, Iloilo Airport Delivery Term: 15 CD  
 Mode of Payment: Check

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
1	reams	Bond Paper A4 20gsm 500 sheets per ream	300	221.90	66,570.00
2	reams	Bond Paper long 8.5" x 13" 500 sheets per ream, white, smooth finish, 20 gsm/substance 20, suitable for copier, laser, mono ink jet, litho, fax; HIGH QUALITY	200	252.00	50,400.00
3	reams	Bond Paper Short 8.5" x 11" 500 sheets per ream, white, smooth finish, 20 gsm/substance 20, suitable for copier, laser, mono ink jet, litho, fax; HIGH QUALITY	150	212.80	31,920.00
4	boxes	Mimeographing Paper, long, ordinary, 10 reams/box	15	214.90	3,223.50
5	pcs	Correction Tape, no waiting, fast and clean, write over immediately, 5mm x 8m	50	19.60	980.00
6	pcs	Brown Envelope long	200	2.52	504.00
7	packs	Board Paper, Aqua Blue	30	53.20	1,596.00
8	pcs	File Folder, Long, White	200	4.90	980.00
9	boxes	Rubber Band, Big	10	175.00	1,750.00
10	bottles	Stamp Pad Ink 30ml, Blue	10	17.50	175.00
11	bottles	Stamp Pad Ink 30ml, Violet	10	17.50	175.00
12	packs	Signature Post It	50	29.40	1,470.00
13	units	UPS - Uninterrupted Power Supply (650VA)	10	2,373.00	23,730.00
14	sets	Keyboard with Mouse, branded	5	630.00	3,150.00
15	units	CPU			
		Specifications			
		Processor: AMD Athlon 3000	5	4,193.00	20,965.00
		Motherboard Compatible to Processor	5	4,613.00	23,065.00
		Memory: 8GB DDR4 Memory	5	1,953.00	9,765.00
		Storage: 480gb SSD Sata	5	2,513.00	12,565.00
		ATX Casing with 700W PSU	5	1,183.00	5,915.00

Total Amount in words

**Two Hundred Fifty-Eight Thousand Eight Hundred Ninety-Eight & 50/100 Pesos Only**

**258,898.50**

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.

Conforme:

*Favor Office*  
 Signature over Printed Name of Supplier

Date: 12/28/2023

Funds Available:

*MS. LIZA MAE NAORBE*  
 Area Accountant

Very truly yours,

*MANUELA LUISA F. PALMA*  
 Airport Manager I  
 Authorized Official

BUR No.:

2023-12-0553

Amount:

P 258,898.50