



BUREAU OF CORRECTIONS
SAN RAMON PRISON AND PENAL FARM
Brgy. Talisayan, Zamboanga City 7000



NOTICE TO PROCEED

The Manager
ZAMBOANGA CITY LM ENTERPRISES
Zamboanga City

Sir/ Ma'am,

Based on the approved **Purchase Order No. 2025-01-07** dated **20 JAN 2025** (Copy Attached), Notice to Proceed is hereby given to **ZAMBOANGA CITY LM ENTERPRISES** for the procurement for **SUPPLY AND DELIVERY OF OFFICE SUPPLIES FOR DIFFERENT SECTION USE- 1ST QUARTER CY 2025**, San Ramon Prison and Penal Farm (SRPPF), Zamboanga City, NP- Emergency Cases effective upon receipt of this notice.

You are responsible for performing the services under the Terms and Conditions of Agreement and in accordance with the implementation schedule.

Please acknowledge receipt and acceptance of this notice by signing both copies in the space provided below. Keep one (1) copy and return the other to the BUREAU OF CORRECTIONS, San Ramon Prison and Penal Farm, Zamboanga City.

Very truly yours,

C/SSUPT DAISY SEVILLA- CASTILLOTE
Acting Superintendent/
Head of Procuring Entity (HoPE)

I acknowledge receipt of this notice.


ROMMEL ABUNDO
Signature over Printed Name

Date: 2-3-25



991-7240 / 991-7241
srppfctos@bucor.gov.ph / srppfadmin@bucor.gov.ph



PURCHASE ORDER
 BUREAU OF CORRECTIONS
 SAN RAMON PRISON AND PENAL FARM
 Agency

Supplier : <u>ZAMBOANGA CITY LM ENTERPRISES</u>	P. O. No. : <u>2025-01-007</u>
Address : <u>ZAMBOANGA CITY</u>	Date : <u>30-Jan-25</u>
TIN : _____	Mode of Procurement : <u>NP SMALL VALUE (Sec.53.9)</u>

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

Place of Delivery : <u>SRPPF</u>	Delivery Term: <u>DELIVER</u>
Date of Delivery : <u>15 Days upon receipt of P. O.</u>	Payment Term: <u>Upon completion of Delivery</u>


Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
LOT-1					
1	BOTS	ALCOHOL, Ethyl, 500 ml	150	100.00	15,000.00
2	PCS	SIGN PEN, Black, i-gel 0.5 GL-165	100	38.50	3,850.00
3	PCS	SIGN PEN, Blue, i-gel 0.5 GL-165	50	38.50	1,925.00
4	CAN	AIR FRESHENER, Aerosol type, 150g	50	218.50	10,925.00
5	PCS	BROOM, Soft (Walis Tambo)	15	130.00	1,950.00
6	CAN	CLEANSER, Scouring Powder, 350g	50	35.00	1,750.00
7	CAN	DISINFECTANT SPRAY, Aerosol type, 400g	40	370.00	14,800.00
8	PCS	DUST PAN, rigid non-breakable plastic	15	95.00	1,425.00
9	CAN	FLOOR WAX, paste type, red 950grams	15	370.00	5,550.00
10	UNIT	FLASH DRIVE 32GB	10	350.00	3,500.00
11	PACK	TRASHBAG, black, 37" x 40", XL, 10 pieces per roll or pack	10	128.50	1,285.00
12	PCS	WASTEBASKET, rigid plastic	30	150.00	4,500.00
13	BOTS	INK, for stamp pad, 50ml	30	35.00	1,050.00
14	BOX	FACE MASK, 3 ply, fifty (50) pieces per box	50	55.00	2,750.00
15	UNIT	EXTERNAL HARD DRIVE, 1TB	5	4,498.00	22,490.00
16	JAR	GLUE, all-purpose, 130grams	50	55.00	2,750.00
17	BOX	STAPLE WIRE, standard	50	32.00	1,600.00
18	ROLL	TAPE, masking, 24mm	20	55.50	1,110.00
19	ROLL	TAPE, masking, 48 mm	40	120.00	4,800.00
20	ROLL	TAPE, packaging, 48 mm	40	25.00	1,000.00
21	ROLL	TAPE, transparent, 24mm	20	17.50	350.00
22	ROLL	TAPE, transparent, 48 mm	40	21.00	840.00
23	PCS	RULER, plastic, 450 mm	20	18.00	360.00
24	UNIT	CALCULATOR, Compact	10	310.00	3,100.00
25	PACK	PHOTOPAPER	15	74.95	1,124.25
26	BOX	CLIP, backfold, 25mm	50	18.00	900.00
27	BOX	CLIP, backfold, 32mm	50	35.00	1,750.00
28	BOX	CLIP, backfold, 50mm	50	68.00	3,400.00
29	PCS	CORRECTION TAPE, 8 meters	150	24.95	3,742.50
30	PCS	DATA FILE BOX w/ CLOSED ENDS	20	150.00	3,000.00
31	PACK	STICKER PAPER	15	75.00	1,125.00
32	box	ENVELOPE, Documentary, A4, 500 pieces per box	2	850.00	1,700.00
33	box	ENVELOPE, Documentary, legal, 500 pieces per box	5	1,200.00	6,000.00
34	box	ENVELOPE, Expanding, Kraft, 100 pieces per box	10	1,200.00	12,000.00
35	BOX	PLASTIC PAPER FASTENER 70MM	50	40.45	2,022.50
36	box	ENVELOPE, Mailing, 500 pieces per box	2	550.00	1,100.00
37	PCS	ERASER, felt, for blackboard/whiteboard	5	15.50	77.50
38	BOX	FASTENER, metal, non-sharp edges, 50 sets per box	50	55.50	2,775.00
39	PACK	FOLDER with tab, A4, 100 pieces per pack	20	500.00	10,000.00
40	PACK	FOLDER with tab, legal, 100 pieces per pack	30	520.00	15,600.00
					174,976.75

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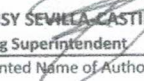
(Total Amount in Words)

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 on the underdelivered item/s.

Conforme:



ZAMBOANGA CITY LM ENTERPRISES
 Signature over Printed name of Supplier
2-3-25
 Date

Very truly yours.


C/SSUPT DAISY SEVILLA CASTILLOTE
 Acting Superintendent
 Signature over Printed Name of Authorized Official

 Date

Fund Cluster : _____
Fund Available: _____


CO2 Philip Ian G. Ramirez
 Signature over Printed Name of Chief Accountant/Head of
 Accounting Division/Unit

ORS/BURS No.: _____

Date of the ORS/BURS: _____

Amount: _____

Supplier : ZAMBOANGA CITY LM ENTERPRISES	P. O. : 2025-01-007
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TIN :	Mode of Procurement NP SMALL VALUE (Sec.53.9)

Gentlemen:

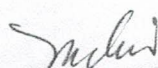
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Place of Delivery : SRPPF	Delivery Term: DELIVER
Date of Delivery : 15 Days upon receipt of P. O.	Payment Term: Upon completion of Delivery

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
41	piece	MARKER, Permanent, Black	30	16.00	480.00
42	piece	MARKER, Permanent, Blue	30	16.00	480.00
43	piece	MARKER, Permanent, Red	30	16.00	480.00
44	piece	MARKER, Whiteboard, Black	30	16.00	480.00
45	piece	MARKER, Whiteboard, Blue	30	16.00	480.00
46	piece	MARKER, Whiteboard, Red	30	9.65	289.50
47	box	PAPER CLIP, vinly/plastic coated, 33mm	50	12.50	625.00
48	box	PAPER CLIP, vinly/plastic coated, jumbo, 50mm	50	25.50	1,275.00
49	BOX	PENCIL,#2 482, one (1) dozen per box	30	110.00	3,300.00
50	box	PENCIL SHARPENER, manual, single cutter head	5	350.00	1,750.00
51	PCS	PUNCHER, paper, heavy duty	10	175.00	1,750.00
52	box	RUBBER BAND No. 18	5	180.00	900.00
53	piece	STAMP PAD, felt	30	48.00	1,440.00
54	pair	SCISSORS, symmetrical or asymmetrical	40	65.50	2,620.00
55	piece	STAPLER, standard type type no.1111	40	198.50	7,940.00
56	piece	STAPLE REMOVER, plier type	25	49.50	1,237.50
57	PAD	NOTE PAD, stick on, 2" x 3", 100 sheets per pad	40	16.50	660.00
58	PAD	NOTE PAD, stick on, 3" x 4", 100 sheets per pad	40	40.50	1,620.00
59	PAD	NOTE PAD, stick on, 3" x 3", 100 sheets per pad	40	34.50	1,380.00
60	REAM	BONDPAPER A4, 500 sheets per ream	380	232.50	88,350.00
61	REAM	BONDPAPER LEGAL SIZE, 500 sheets per ream	380	267.00	101,460.00
62	BOOK	RECORD BOOK, 300 PGS (w/pages)cover color blue&white	100	165.00	16,500.00
63	BOOK	RECORD BOOK, 500 PGS (w/pages)cover color blue&white	100	210.00	21,000.00
64	PACK	TOILET TISSUE PAPER, 2 ply, 12 rolls in a pack	35	125.00	4,375.00
65	CAN	INSECTICIDE, 600mL	50	375.00	18,750.00
66	CA	INK CARTRIDGE, EPSON C13T664100 (T6641), Black	20	310.00	6,200.00
67	CA	INK CARTRIDGE, EPSON C13T664200 (T6642), Cyan	15	305.00	4,575.00
68	CA	INK CARTRIDGE, EPSON C13T664300 (T6643), Magenta	15	305.00	4,575.00
69	CA	INK CARTRIDGE, EPSON C13T664400 (T6644), Yellow	15	305.00	4,575.00
70	PCS	BALLPEN BLACK	250	7.00	1,750.00
71	PCS	BALLPEN BLUE	100	7.00	700.00
72	CA	BROTHER INK (DCP-T720DW) BLACK	50	350.00	17,500.00
73	CA	BROTHER INK (DCP-T720DW) CYAN	50	345.00	17,250.00
74	CA	BROTHER INK (DCP-T720DW) MAGENTA	50	345.00	17,250.00
75	CA	BROTHER INK (DCP-T720DW) YELLOW	50	345.00	17,250.00
		XXXXXXXXXXXX			371,247.00
		FOR DIFFERENT SECTION USE (1st Quarter CY 2025)		TOTAL	546,223.75

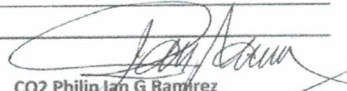
(Total Amount in Words) FIVE HUNDRED FORTY SIX THOUSAND TWO HUNDRED TWENTY THREE PESOS AND 75/100 **546,223.75**

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 Acting Superintendent
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