



PURCHASE ORDER
WESTERN MINDANAO STATE UNIVERSITY

WMSU-SO-FR-002.02
Effectivity: Aug. 30, 2023

Supplier : **AMJ CONSUMER GOODS TRADING**
Address : **Don Alfaro St., Tetuan, Zamboanga City**

P.O. No. : **25-103**
Date : **02/07/2025**
P.R No: **25-04-164**

07-304

Tel No. : **985-1048/09177114256**
TIN : **601-947-813-00000**

Date :
Mode of Procurement : **Small Value**
Performance Bond :

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

Place of Delivery : **WMSU SUPPLY OFFICE**

Delivery Term : **30 CD**

Date of Delivery :

AUG 3 2025

Payment Term :

Item No	Item Name	Unit	Qty	Unit Price	Total Price
1	Bond paper, Legal size, Subs. 20, 80 GSM, 5 reams/box Subs. 20, 70 gsm	box	6	104.00	624.00
2	Bond paper, A4 size, Subs. 20, 80 GSM, 5 reams/box Subs. 20, 70 gsm	box	7	940.00	6,580.00
3	Filing box, Long, (H)9 1/2" x (W)5" x (L)16"	pcs	10	156.00	1,560.00
4	Clear Tape, 300 m, 2"	roll	3	125.00	375.00
5	Colored Sticky Notes, 3x3", 100 pcs/pad, 4 pads/pack, 4 different colors	pad	1	42.00	42.00
6	Expanding Envelope, Legal size with garter, brown color Kraft	pcs	40	15.90	636.00
7	Whiteboard Marker, black, fine point FLEX	box	1	244.00	244.00
8	Stapler with remover, heavy duty, #35 JOY	pcs	2	215.00	430.00
9	Paper Clip, Jumbo, 50mm, 100 pcs/box, vinyl coated	box	2	20.40	40.80
10	Expandable folder, White, Legal size	pcs	40	16.20	648.00
11	FF-L File folder (14pts legal size) D25 white	pcs	25	4.75	118.75
12	FF-L File folder (11pts shortl size) white 14 pts.	pcs	25	4.60	115.00
13	Highlighter, green & yellow color TM	pcs	2	17.75	35.50
14	Photo Paper, Glossy, A4, 230gsm, 20 sheets/pack	packs	10	68.00	680.00

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For : **RESEARCH-RICME**

(Amount in words) **Twelve Thousand One Hundred Twenty-Nine Pesos And Five Cents Only**

12,129.05

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

Conforme :

AMJ CONSUMER GOODS TRADING

(Signature over printer name)

MA. CARLA A. OCHOTORENA, R.N., Ph.D.

UNIVERSITY PRESIDENT

Date

Funds Available :

CHRISTIANNE DAWN R. SICAT

Chief Accountant

ALOBS :

2025-07-204 VAF- RICME

AMOUNT :

P 30,289.35

JUL 29 2025



PURCHASE ORDER
WESTERN MINDANAO STATE UNIVERSITY

WMSU-SO-FR-002.02
Effectivity: Aug. 30, 2023

Supplier : **AMJ CONSUMER GOODS TRADING**
Address : **Don Alfaro St., Tetuan, Zamboanga City**

P.O. No. : **25-103**
Date : **02/07/2025**
P.R No: **25-04-164**
Date :
Mode of Procurement : **Small Value**
Performance Bond :

Tel No. : **985-1048/09177114256**
TIN : **601-947-813-00000**

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

Place of Delivery : **WMSU SUPPLY OFFICE**

Delivery Term : **30 CD**

Date of Delivery : **AUG 30 2025**

Payment Term :

Item No	Item Name	Unit	Qty	Unit Price	Total Price
15	Vellum Paper, white, A4, 10 pcs/pack 180 GSM	packs	3	31.40	94.20
16	Sticker Paper, glossy, A4, 20 pcs/pack	packs	5	64.20	321.00
17	Printer Ink for existing Epson printer, # 003 (CYMB)	sets	15	980.00	14,700.00
18	Correction tape, 8m	pcs	2	17.00	34.00
19	Heavy Duty Multi Purpose Scissors, 7-8" long	pcs	2	34.80	69.60
20	Puncher, heavy duty, 2 holes	pc	1	132.40	132.40
21	Stapler wire #35	box	10	32.40	324.00
22	Binder Clips, black 19mm - 1 box 25mm - 1 box 32mm - 1 box	box	3	16.95	50.85
23	Certificate holder/jacket, A4 size	pcs	30	35.50	1,065.00
24	Glue Stick Paste, 45g, non toxic, quick dry HBW	pcs	5	70.00	350.00
25	Alcohol, 70% Isopropyl, scented GENERIC	gallon	1	252.00	252.00
26	Sign Pen, Blue, 0.5mm fine tip, gel type, good quality, 12 pieces/box MY GEL	box	3	255.75	767.25

-----NOTHING FOLLOWS-----

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For : **RESEARCH-RICME**

(Amount in words) **Thirty Thousand Two Hundred Eighty-Nine Pesos And Thirty-Five Cents Only** **30,289.35**

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

Conforme :

AMJ CONSUMER GOODS TRADING

(Signature over printer name)

MA. CARLA A. OCHOTORENA, R.N., Ph.D.

UNIVERSITY PRESIDENT

Date

Funds Available :

CHRISTIANNE DAWN R. SICAT

Chief Accountant

ALOBS : **2025-07-704 VAF - RICME**

AMOUNT : **P 30,289.35**

JUL 29 2025



NOTICE OF AWARD

23 JUN 2025

AMJ CONSUMER GOODS TRADING

Veterans Avenue Extension, Tetuan, Zamboanga City

Madam/Sir:

This is to advise you that your bid dated April 29, 2025 for PR 25-04-164; Small Value Procurement of **PROCUREMENT OF VARIOUS OFFICE SUPPLIES FOR THE RESEARCH-RICME OF THE UNIVERSITY** with the following Contract Price is hereby accepted:

Object of Bidding	Total Amount in Figures	Amount in Words
1. Six (6) boxes of Bond paper, Legal size, Subs. 20, 80 GSM, 5 reams/box <i>Offer: Subs. 20, 70 gsm</i>	Php 624.00	Six Hundred Twenty-Four Pesos
2. Bond paper, A4 size, Subs. 20, 80 GSM, 5 reams/box <i>Offer: Subs. 20, 70 gsm</i>	Php 6,580.00	Six Thousand Five Hundred Eighty Pesos
3. Ten (10) pcs of Filing box, Long, (H)9 1/2" x (W)5" x (L)16"	Php 1,560.00	One Thousand Five Hundred Sixty Pesos
4. Three (3) rolls of Clear Tape, 300 m, 2"	Php 375.00	Three Hundred Seventy-Five Pesos
5. One (1) pad of Colored Sticky Notes, 3x3", 100 pcs/pad, 4 pads/pack, 4 different colors	Php 42.00	Forty-Two Pesos
6. Forty (40) pcs of Expanding Envelope, Legal size with garter, brown color <i>Offer: Kraft</i>	Php 636.00	Six Hundred Thirty-Six Pesos
7. One (1) box of Whiteboard Marker, black, fine point <i>Offer: FLEX</i>	Php 244.00	Two Hundred Forty-Four Pesos
8. Two (2) pcs of Stapler with remover, heavy duty, #35 <i>Offer: JOY</i>	Php 430.00	Four Hundred Thirty Pesos
9. Two (2) boxes of Paper Clip, Jumbo, 50mm, 100 pcs/box, vinyl coated	Php 40.80	Forty Pesos and Eighty Centavos
10. Forty (40) pcs of Expandable folder, White, Legal size	Php 648.00	Six Hundred Forty-Eight Pesos
11. Twenty-Five (25) pcs of FF-L File folder (14pts legal size) D25 white	Php 118.75	One Hundred Eighteen Pesos and Seventy-Five Centavos
12. Twenty-Five (25) pcs of FF-L File folder (11pts short size) white	Php 115.00	One Hundred Fifteen Pesos



Offer: 14 pts.		
13. Two (2) pcs of Highlighter, green & yellow color	Php 35.50	Thirty-Five Pesos and Fifty Centavos
Offer: TM		
14. Ten (10) packs of Photo Paper, Glossy, A4, 230gsm, 20 sheets/pack	Php 680.00	Six Hundred Eighty Pesos
15. Three (3) packs of Vellum Paper, white, A4, 10 pcs/pack	Php 94.20	Ninety-Four Pesos and Twenty Centavos
Offer: 180 gsm		
16. Five (5) packs of Sticker Paper, glossy, A4, 20 pcs/pack	Php 321.00	Three Hundred Twenty-One Pesos
17. Fifteen (15) sets of Printer Ink for existing Epson printer, # 003 (CYMB)	Php 14,700.00	Fourteen Thousand Seven Hundred Pesos
18. Two (2) pcs of Correction tape, 8m	Php 34.00	Thirty-Four Pesos
19. Two (2) pcs of Heavy Duty Multi Purpose Scissors, 7-8" long	Php 69.60	Sixty-Nine Pesos and Sixty Centavos
20. One (1) pc of Puncher, heavy duty, 2 holes	Php 132.40	One Hundred Thirty-Two Pesos and Forty Centavos
21. Ten (10) boxes of Stapler wire, #35	Php 324.00	Three Hundred Twenty-Four Pesos
22. Three (3) boxes of Binder Clips, black 19mm - 1 box 25mm - 1 box 32mm - 1 box	Php 50.85	Fifty Pesos and Eighty-Five Centavos
23. Thirty (30) pcs of Certificate holder/jacket, A4 size	Php 1,065.00	One Thousand Sixty-Five Pesos
24. Five (5) pcs of Glue Stick Paste, 45g, non toxic, quick dry	Php 350.00	Three Hundred Fifty Pesos
Offer: HBW		
25. One (1) gallon of Alcohol, 70% Isopropyl, scented	Php 252.00	Two Hundred Fifty-Two Pesos
Offer: Generic		
26. Three (3) boxes of Sign Pen, Blue, 0.5mm fine tip, gel type, good quality, 12 pieces/box	Php 767.25	Seven Hundred Sixty-Seven Pesos and Twenty-Five Centavos
Offer: MY GEL		
TOTAL CONTRACT PRICE	Php 30,289.35	Thirty Thousand Two Hundred Eighty-Nine Pesos and Thirty-Five Centavos



Please affix your signature in the space provided below as an indication of your acceptance of the award.

Very truly yours,

MA. CARLA A. OCHOTORENA, RN., Ph.D.
President

Received by: 
ROCHIE P. ESTORCO
(Signature Over Printed Name)

Date: 6-30-21