

Republic of the Philippines
OFFICE OF THE SOLICITOR GENERAL
 134 Amorsolo St., Legaspi Village
 Makati City
PURCHASE ORDER


| | | |
|---|---|---|
| Supplier: AE SAMONTE MERCHANDISE Address: 1457 A. Leon Guinto St., Ermita, Manila TIN: 263-884-036-000 Account No.: 3401-2274-49 Telephone: 8523-4362/ 0930-856-8623 | Bank: LBP - Malate, Manila Branch Email sales03.aesamonte@gmail.com | P.O. # 026-04-042 Date: April 7, 2026 Mode of Procurement: Direct Acquisition |
|---|---|---|

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

| | |
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| Place of Delivery: OFFICE OF THE SOLICITOR GENERAL | Delivery Term: w/in thirty (30) days upon receipt of Purchase Order (PO). |
| Date of Delivery: | Payment Term: within thirty (30) days upon issuance of Inspection and Acceptance Report (Bank to Bank) |

| Stock No. | Unit | Description | Qty. | Unit Cost | Amount |
|---|--------|---|------|--------------|-----------------------|
| PROCUREMENT OF VARIOUS OFFICE SUPPLIES | | | | | |
| 1 | pack | LOOSELEAF COVER Estimated size (excluding flaps) 216 mm (W) x 355 mm (L); Material: Chipboard at least 1.5mm thick (preferably green); Leatherette paper as cover for top flap (preferably red); with pre punched holes for fastener (70 mm between prongs) Packaging: 50 sets per bundle | 35 | Php 2,200.00 | Php 77,000.00 |
| 2 | bottle | STAMP PAD INK, BLACK Ink color: Black; Volume: minimum 28 mL with applicator; Compatible with Shiny Stamp; does not coagulate upon opening or during Does not coagulate upon opening or during application. | 74 | Php 195.00 | Php 14,430.00 |
| 2 | bottle | STAMP PAD INK, BLUE Ink color: Blue; Volume: minimum 28 mL with applicator; Compatible with Shiny Stamp; does not coagulate upon opening or during Does not coagulate upon opening or during application. | 74 | Php 195.00 | Php 14,430.00 |
| 2 | box | CLIP, BACKFOLD 41MM Materials: All metal; Size: 1 5/8" | 90 | Php 45.00 | Php 4,050.00 |
| Note: The supplier must warrant that, in case of a defective delivered item upon use by the end-user, the same shall be subject to replacement at no additional cost. The following documents shall be deemed to form and construed as part of this agreement i. Request for Quotation ii. Quotation iii. Pictures iv. Other documents as may be required by laws | | | | | |
| Total Amount in Words: ONE HUNDRED NINE THOUSAND NINE HUNDRED TEN PESOS ONLY | | | | | Php 109,910.00 |

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 every day of delay shall be imposed.


Conforme: 
 (Signature over printed name)

4/23/26
 (Date)

Very truly yours,

JESSICA L. CASTRO
 CAO, Administrative Division

EDITHA R. BUENDIA
 Director IV, HRMAS

Funds Available: 
ARIEL J. UBIÑA
 Chief Accountant

ALOBS: 02-101101-2026-04-172
 Amount: ₱ 109,910.00