



Republic of the Philippines
ROMBLON STATE UNIVERSITY
 Odiongan, Romblon
 Tel No. (042) 567-5273
 Email: romblonstateu@gmail.com
 URL: rsu.edu.ph

Appendix B1



PURCHASE ORDER

P.O. No. **23-08-0061**

Supplier **ZY Trading**
 Address National Road, Poblacion, Alcantara, Romblon
 TIN 448-046-505-000

Date: **14 August 2023**
 Mode of Procurement: **Public Bidding**

Gentlemen:

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

Place of Delivery: **RSU, Supply Office**
 Date of Delivery: _____

Delivery Term: **25 CALENDAR DAYS FROM RECEIPT OF NTP**
 Payment Term: _____

Stock No.	Unit	Description	Quantity	Unit Cost (in PHP)	Amount (in PHP)
1	set	Varnished Wooden Sofa (Paper Tree) One (1) 3-Seater Sofa Length: 160 cm Width: 46 cm Height: 91 cm Two (2) 1-Seater Sofa Length: 63 cm Width: 46 cm Height: 91 cm (See Attached Picture)	1	15,300.00	15,300.00
2	set	L-Shaped Couch (Color: Gray; Material: Wood, Fabric; Package Dimensions: 61.5" (L) x 25.6" (H); Package Weight: 49.8lbs (See Attached Picture)	1	40,800.00	40,800.00
3	set	Coffee table, round shape, standard size and quality • Material MDF Top Solid Wood with Okoume Veneer + Fabric • Color: Wenge and Mahogany • Table Dimension: Dia=23.5" x H21.02" • Chair Dimension: L19.5" x W19.9" x H29.9" • Set Includes: 1 Table + 2 Chairs (See Attached Picture)	1	16,500.00	16,500.00
4	set	4 Drawer Lateral File Cabinet with Key lock, steel office cabinet, lockable drawer • Lateral Cabinet • 4 Drawers • Color: Grey • Size: 92 Width x 46 Depth x 133cm Height • Steel: 0.7mm (Standard Gauge 22) (See Attached Picture)	2	18,000.00	36,000.00
5	set	Cabinet with six (6) side cabinets (See Attached Picture)	2	80,000.00	160,000.00
6	set	Office Chair set which includes: 1. Twelve (12) Low Back 2. Two (2) High Back 3. One (1) Office Chair (See Attached Picture)	1	167,500.00	167,500.00
7	set	Office Chair set which includes: 1. Nine (9) Office Chair 2. One (1) Office Chair (See Attached Picture)	1	110,000.00	110,000.00
TOTAL CARRIED FORWARD			9		PHP 546,100.00

(Total Amount in Words) ****ONE MILLION, ONE HUNDRED THIRTY-SIX THOUSAND, EIGHT HUNDRED FORTY PESOS ONLY****

In case of failure to make 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 undelivered item/s.

Very truly yours,

MERIAN P. CATAJAY-MANI, Ed.D., CESE
 University President

Conforme:

ZYRUS C. GALINDEZ
 (Signature Over/Printed Name of Supplier)
8/22/23
 (Date)

Fund Cluster: 164
 Funds Available:

SHIELA BUEN F. SERVAÑEZ, CPA
 Head, Accounting Office

ORS/BURS No: 144-00-23-08-1033
 Date of the ORS/BURS: 8/22/23
 Amount: **PhP1,136,840.00**



144-MDE-23-08-10322





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Appendix 61



Management System
 ISO 9001:2015



PURCHASE ORDER

Supplier **ZY Trading**
 Address National Road, Poblacion, Alcantara, Romblon
 TIN :448-046-505-000

P.O. No. **23-08-0061**
 Date: **14 August 2023**
 Mode of Procurement: **Public Bidding**

Gentlemen:

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Place of Delivery: **RSU, Supply Office**
 Date of Delivery :

Delivery Term: **25 CALENDAR DAYS FROM RECEIPT OF NTP**
 Payment Term:

Stock No.	Unit	Description	Quantity	Unit Cost (in PhP)	Amount (in PhP)
TOTAL BROUGHT FORWARD			9		PhP 546,100.00
8	set	Conference table collapsible which includes: 1. 8 tables with dimensions (See Attached Picture) 2. 1 big table with dimensions (See Attached Picture)	1	137,000.00	137,000.00
9	set	Sofa Set, which includes: 1. One (1) 3-Seater Color: Leatherette Renzo Butterscotch 2. Two (2) 1-Seater Color: Leatherette Renzo Butterscotch 3. Two (2) Side Tables 4. One (1) Center Table 5. One (1) Lamp Shade 6. One (1) Carpet (See Attached Pictures)	1	115,000.00	115,000.00
10	pc	Executive Swivel Chair Hi-Back with Head Rest; Material a combination of mesh and fabric for extra comfort Metal and PU nylon armrest Aluminum base Adjustable seat height With tilt mechanism 360-degree swivel function Color: Black Dimensions: 61(W) x 62(D) x 109-119(H) cm Weight: 15kgs Weight Capacity: 100kgs (See Attached Picture)	5	8,000.00	40,000.00
11	pc	Ring-Style Curtains, Material: Polyester Product Dimensions: L-84in x W-54in Color: Taupe (25pcs) and Emerald Green (45pcs) (See Attached Picture)	70	680.00	47,600.00
TOTAL CARRIED FORWARD			86		PhP 885,700.00

(Total Amount in Words) **ONE MILLION, ONE HUNDRED THIRTY-SIX THOUSAND, EIGHT HUNDRED FORTY PESOS ONLY**

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Very truly yours,

MERIAN P. CATAJAY-MANI, Ed.D., CESE
 University President

Conforme:

CYRUS C. GALONDEZ
 (Signature Over Printed Name of Supplier)
 08/22/23
 (Date)

Fund Cluster: 164
 Funds Available:

SHIELA BUEN F. SERVAÑEZ, CPA
 Head, Accounting Office

ORS/BURS No: 164-00-23-08-1033
 Date of the ORS/BURS: 8/22/23

Amount: **PhP1,136,840.00**

164-MODE-23-08-1032



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Appendix 61



PURCHASE ORDER

P.O. No. **23-08-0061**

Date: **14 August 2023**

Supplier **ZY Trading**
 Address National Road, Poblacion, Alcantara, Romblon
 TIN :448-046-505-000

Mode of Procurement: **Public Bidding**

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 Date of Delivery: _____

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Stock No.	Unit	Description	Quantity	Unit Cost (in PhP)	Amount (in PhP)
TOTAL BROUGHT FORWARD			86		885,700.00
12	pc	Office Table: Wooden Table, Dimension A: 120 x 60 x 75 cm, 3 Key holes and drawer with lock on the right with center drawer and one big drawer on the left, Color: Mahogany, Flat Pack (See Attached Picture)	2	16,320.00	32,640.00
13	unit	Stand Fan Power Consumption(W) 65; Fan Features Oscillating; Fan Blade Materials Metal; Number of Blades: 3; Blade Side (inches) 16; Model STO 16.18E	31	3,100.00	96,100.00
14	set	Heavy Duty Steel Filing Cabinet, 4 Drawers, Lateral, 4-Drawer Lateral Filing Cabinet with Anti-Tilt Lock Mechanism/ KD With Steel Handle Lock, Compatible with A4, FC, letter and legal size files, 90(W)x45(D)x103(H)cm Weight: 65kgs (See Attached Picture)	2	18,000.00	36,000.00
15	pc	Mono block tables Square 2x24x20 inches (White)	4	2,500.00	10,000.00
16	pc	Mono block chairs Width: 375mm Depth: 330mm Front Legs Distance: 355mm Side Legs Distance Left: 378mm Side Legs Distance Right: 378mm Back Legs Distance: 210mm Back Rest Height: 779mm Seat Back Height: 405mm Seat Height: 376mm Gross Weight: 2.25kgs (See Attached Picture)	50	700.00	35,000.00
17	set	2-cranks hospital bed Details: Headboard and footboard are made of advanced ABS plastic blow molding that has a beautiful appearance and smooth handling, and is durable and reliable Bed framed with steel welded together, solid and reliable Bed is electrostatic sprayed with an elegant appearance, anti-aging, does not rust, strong and durable folding aluminum side railings, convenient and practical Four 5" wheel all-brake casters, strong stability and no noise. The hospital bed has adjustable head and foot cranks Caster Size: 125mm Head Inclination Angle: 0 degree-85 degrees (+5 degrees) Side rail size: 1230mm x 360mm (See Attached Picture)	1	15,000.00	15,000.00
TOTAL CARRIED FORWARD			176		PhP 1,110,440.00

(Total Amount in Words) **ONE MILLION, ONE HUNDRED THIRTY-SIX THOUSAND, EIGHT HUNDRED FORTY PESOS ONLY**

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Very truly yours,

MERIAL P. CATAJAY-MANI, Ed.D., CESE
 University President

Conforme:

ZYRUS C. GALINDEZ
 (Signature Over Printed Name of Supplier)
 08/22/23
 (Date)

Fund Cluster: 164
 Funds Available:

SHIELA BUEN F. SERVAÑEZ, CPA
 Head, Accounting Office

144-MOOD-23-08-1022
 ORS/BURS No: 144-CO-23-08-1033
 Date of the ORS/BURS: 08/22/23
 Amount: **PhP1,136,840.00**



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Stock No.	Unit	Description	Quantity	Unit Cost (in PhP)	Amount (in PhP)
TOTAL BROUGHT FORWARD			176		1,110,440.00
18	pc	Reclining Chair Folding Bed/Chair with adjustable head rest Specification: Material: Textilene fabric Frame finish: Plastic-spray coated Dimensions (Open): 75 x 72 x 77cm (Length x Width x Height) Dimension (Folded): 72 x 98 x 15cm (Width x Height x Thick) Color: Black Weight Capacity: 200 kg High Quality textilene fabric of Resistance to tear and Good bearing capacity, Friendly Material, No odor. Detachable headrest: The included headrest provides additional comfort or can be used as a lumbar support. Dilated armrest: The dilated armrest of the patio chair can make a more comfortable experience of your arm. Double Bungee System: Securely connects the weather-resistant Textilene fabric to the frame. Non-slip foot cover: Good protection of your foot floor, it will be quieter when you see the chair open and folds in seconds. (See Attached Picture)	8	3,300.00	26,400.00
GRAND TOTAL			184		PhP 1,136,840.00

(Total Amount in Words) ****ONE MILLION, ONE HUNDRED THIRTY-SIX THOUSAND, EIGHT HUNDRED FORTY PESOS ONLY****

Very truly yours,

MERIAN P. CATAJAY-MANI, Ed.D., CESE
 University President

Conforme:

ZYRUS C. GALINDEZ
 (Signature Over Printed Name of Supplier)
 08/22/23
 (Date)

Fund Cluster: 164
 Funds Available:

SHIELA BUEN P. SERVANEZ, CPA
 Head, Accounting Office

104-MOB-23-08-1032
 ORS/BURS No: 104-co-23-08-1033
 Date of the ORS/BURS: 8/22/23
 Amount: **PhP1,136,840.00**