: of Procuring Entity:LGU-Province of Davao de Oro
ard Form No. SF-GOOD-58
;ed:May 24,2004
Form Title:Purchase Order

PURCHASE ORDER

MAY 29 2025

Province of Davao de Oro
Agency/Procuring Entity

Supplier: TOPCESS TRADING CORPORATION	PO Number: 25050706
Address: STALL#48 BKL.#1, POB., MACO, DAVAO DE ORO	Date: 05/26/25
E-mail Address:	Mode of Procurement PB
Tel. No.:	
TIN: 010-727-499-000	PR Number: 25-C0116

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

Place of Delivery:	PGSO-Warehouse	Delivery Term:	
Date of Delivery:	10 days	Payment Term:	

No.	Stock No.	Unit of Issue	Quantity	Description	Unit Cost	Amount
1	38073N	pack/s	2.00	**Acetate, Legal size**	456.00	912.00
2	00490	pc/s	10.00	**Ballpen, BP-S fine, black**	30.00	300.00
3	37481N	pc/s	88.00	**Ballpen, BP-S fine, blue**	40.00	3,520.00
4	37483N	pc/s	36.00	**Ballpen, ordinary, blue**	11.00	396.00
5	01097	pack/s	10.00	**Battery, Rechargeable size AAA @ 2's/pack**	485.00	4,850.00
6	37301N	pc/s	10.00	**Battery, rechargeable, size AA, Ni-MH2700**	290.00	2,900.00
7	01100	pack/s	10.00	**Battery, size AA @ 2's/pack**	49.00	490.00
8	01102	pack/s	30.00	**Battery, size AA, alkaline @ 2's/packet**	62.00	1,860.00
9	01104	pack/s	20.00	**Battery, size AAA, alkaline @ 2's/packet**	80.00	1,600.00
10	37651N	box	9.00	**Binder Clip #3**	100.00	900.00
11	32433N	box/s	2.00	**Binder Paper Clips 19mm (12's)**	28.00	56.00
12	32432N	box/s	2.00	**Binder Paper Clips 51mm (12's)**	124.00	248.00
13	36444N	pc/s	9.00	**Binder, Ring - 24mm x 1.12M (1" x 44") plastic**	39.00	351.00
14	38076N	pc/s	3.00	**Binder, Ring -12mm x 1.12M (1/2" x 44") Plastic**	18.00	54.00
15	36445N	pc/s	59.00	**Binder, Ring 48mm x 1.12M (2" x 44") - plastic**	130.00	7,670.00
16	38078N	pc/s	3.00	**Book, Field Engineers**	171.00	513.00
17	09439	ream/s	4.00	**Book, paper, A3**	195.00	780.00
18	22153	pc/s	200.00	**Cable Tie 12"(plastic)**	5.00	1,000.00
19	08444	units	3.00	**Calculator, 12 digit (DF-120MF)**	911.00	2,733.00

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 (1) percent for every day of delay shall be imposed.

Conform RICHELLE PEDREÑO
Signature over printed name of
5-29-25
Date

Very truly

DOROTHY M. GONZAGA
Governor
Authorized Official

COMMISION ON AUDIT DAVAO DE ORO
TEAM 1
RECEIVED
DATE: 7/30/25
TIME: 1:18
BY:

GENERAL
OBR No.: 0669-07-25-105
Responsibility Center:
Amount: 592,338.00

(In case of Negotiated Purchase pursuant to section 369(a) of RA 7180, this portion must be
Aprroved per Sanggunian Resolution __________
Certified __________ Date __________

Name of Procuring Entity:LGU-Province of Davao de Oro
Standard Form No. SF-GOOD-58
Revised:May 24,2004
Std. Form Title:Purchase Order

PURCHASE ORDER

Province of Davao de Oro
Agency/Procuring Entity

MAY 29 2025

Supplier: TOPCESS TRADING CORPORATION	PO Number: 25050706
Address: STALL#48 BKL.#1, POB., MACO, DAVAO DE ORO	Date: 05/26/25
E-mail Address:	Mode of Procurement PB
Tel. No.:	
TIN: 010-727-499-000	PR Number: 25-C0116

Gentlemen:

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

Place of Delivery:	PGSO-Warehouse	Delivery Term:	
Date of Delivery:	10 days	Payment Term:	

No.	Stock No.	Unit of Issue	Quantity	Description	Unit Cost	Amount
20	37634N	pc/s	4.00	**Casing, Self Inking Stamp - Large (S-824)2-pc VISITOR (WOODEN TYPE) 3INCHES X4 INCHES - FIT FOR THE SIZE 2-pc JOSE MERVIN G. COQUILLA, RCrim. (WOODEN TYPE & RUBBER) - Font - 12 - bold Provincial Warden/ Head Civil Security Div. - Font - 10 - bold**	750.00	3,000.00
21	37231N	pc/s	5.00	**Certificate Frame**	99.00	495.00
22	00557	pc/s	35.00	**Certificate holder**	58.00	2,030.00
23	14895	ream/s	2.00	**Certificate Paper (A4 size)Color: Ivory**	969.00	1,938.00
24	37620N	pc/s	9.00	**Clear Book Long - 40 sheets**	150.00	1,350.00
25	37485N	pc/s	1.00	**Clear Book Long -80 sheets**	300.00	300.00
26	16558	pc/s	10.00	**Clear Book, refillable**	75.00	750.00
27	37114N	pc/s	200.00	**Clip Backfold 1cm.**	2.00	400.00
28	37115N	pc/s	100.00	**Clip backfold 25mm (1")**	4.00	400.00
29	37116N	box/s	12.00	**Clip, backfold, 19mm**	38.00	456.00
30	37117N	box/s	7.00	**Clip, backfold, 50mm**	100.00	700.00
31	16555	pc/s	50.00	**Clip, backfold, 73mm**	11.00	550.00
32	37224N	box/s	5.00	**Clip, Paper - Vinyl Coated (big)**	85.00	425.00
33	37225N	box/s	5.00	**Clip, Paper - Vinyl Coated (small)**	16.00	80.00

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 (1) percent for every day of delay shall be imposed.

Conform RICHELLE PEDRERO

Signature over printed name of

5-29-2025

Date

Very truly

DOROTHY M. GONZAGA
Governor
Authorized Official

COMMISION ON AUDIT DAVAO DE ORO
TEAM 1
RECEIVED
DATE: 7/30/25
TIME: 1:48
BY:

GENERAL
OBR No.: 0669-07-25-05
Responsibility Center:
Amount: 592,338.00

(In case of Negotiated Purchase pursuant to section 369(a) of RA 7180, this portion must be
Aprroved per Sangqunian Resolution ____________
Certified ____________ Date ____________

Name of Procuring Entity:LGU-Province of Davao de Oro
Standard Form No. SF-GOOD-58
Revised:May 24,2004
Std. Form Title:Purchase Order

PURCHASE ORDER

Province of Davao de Oro
Agency/Procuring Entity

MAY 29 2025

Supplier: TOPCESS TRADING CORPORATION	PO Number: 25050706
Address: STALL#48 BKL.#1, POB., MACO, DAVAO DE ORO	Date: 05/26/25
E-mail Address:	Mode of Procurement PB
Tel. No.:	
TIN: 010-727-499-000	PR Number: 25-C0116

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

Place of Delivery:	PGSO-Warehouse	Delivery Term:	
Date of Delivery:	10 days	Payment Term:	

No.	Stock No.	Unit of Issue	Quantity	Description	Unit Cost	Amount
34	36438N	pc/s	197.00	**Correction Tape w/ case**	43.00	8,471.00
35	00582	pc/s	5.00	**Cutter, w/ plastic & metal case, big**	80.00	400.00
36	36079N	pc/s	5.00	**Cyanoacrylate Adhesive 20g**	105.00	525.00
37	37461N	pcs.	14.00	**Data File Box - double**	430.00	6,020.00
38	36150N	pcs	28.00	**Data file box-single**	215.00	6,020.00
39	21699	roll/s	10.00	**Double Adhesive Tape "1**	18.00	180.00
40	37681N	pc/s	10.00	**Double Sided Tape (with foam)**	30.00	300.00
41	24434	pc/s	6.00	**Duck Tape**	150.00	900.00
42	37682N	pc/s	11.00	**Duck Tape 2" x 25m ***	300.00	3,300.00
43	17402	roll/s	8.00	**Duct Tape, 4"**	275.00	2,200.00
44	32934N	pc/s	6.00	**Electrical Tape**	115.00	690.00
45	36439N	box/s	7.00	**Envelope, expanding, kraftboard, min. of 285 gsm - legal, 100's/box**	1,950.00	13,650.00
46	37118N	pc/s	750.00	**Envelope, kraft, long**	4.00	3,000.00
47	37621N	box/s	3.00	**Envelope, mailing, white, long, 500s/box**	515.00	1,545.00
48	37615N	pc/s	150.00	**Envelope, tagboard, 285 gsm - expanding, blue, long**	20.00	3,000.00
49	00607	pc/s	100.00	**Envelope, tagboard, 285 gsm - expanding, green, long**	22.00	2,200.00
50	00614	packs	10.00	**Equipment Logbook 10's**	800.00	8,000.00
51	00616	pc/s	10.00	**Eraser, rubber, small**	9.00	90.00
52	37670N	box/s	5.00	**Fastener, paper, non-rust metal, holds 25mm thick file, w/ prongs 70mm apart, 50 sets/box**	50.00	250.00

Total Amount in Words:

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Conform RICHELLE PEDRERO

Signature over printed name of
5-29-25
Date

Very truly

DOROTHY M. GONZAGA
Governor
Authorized Official

COMMISION ON AUDIT DAVAO DE ORO
TEAM 1
RECEIVED
DATE:
TIME:
BY:

GENERAL
OBR No.: 0009-07-25-10
Responsibility Center:
Amount: 592,338.00

(In case of Negotiated Purchase pursuant to section 369(a) of RA 7180, this portion must be
Aprroved per Sanggunian Resolution ____________
Certified ____________ Date ____________

Name of Procuring Entity:LGU-Province of Davao de Oro
Standard Form No. SF-GOOD-58
Revised:May 24,2004
Std. Form Title:Purchase Order

PURCHASE ORDER

MAY 29 2025

Province of Davao de Oro
Agency/Procuring Entity

Supplier: TOPCESS TRADING CORPORATION	PO Number: 25050706
Address: STALL#48 BKL.#1, POB., MACO, DAVAO DE ORO	Date: 05/26/25
E-mail Address:	Mode of Procurement PB
Tel. No.:	
TIN: 010-727-499-000	PR Number: 25-C0116

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

Place of Delivery: PGSO-Warehouse — Delivery Term:
Date of Delivery: 10 days — Payment Term:

No.	Stock No.	Unit of Issue	Quantity	Description	Unit Cost	Amount
53	36440N	box/s	35.00	**Fastener, paper, plastic, 50 sets/box**	95.00	3,325.00
54	37217N	pc/s	12.00	**Fingertip Moistener**	65.00	780.00
55	37232N	pack/s	1.00	**Folder tagboard, for A4 size paper/document, 100 pcs/pack**	290.00	290.00
56	37119N	pc/s	300.00	**Folder, file tagboard expanding, green w/out metal tab - long**	22.00	6,600.00
57	36441N	pc/s	485.00	**Folder, file, kraftboard, long**	10.00	4,850.00
58	00635	pc/s	150.00	**Folder, file, kraftboard, with slider, short**	10.00	1,500.00
59	37636N	pack/s	2.00	**folder, tagboard, legal size, equivalent, 100 pcs/pack**	418.00	836.00
60	17467	pc/s	50.00	**Folder-Golden Yellow (legal size)**	8.00	400.00
61	37474N	pc/s	4.00	**Glue 130g**	75.00	300.00
62	37683N	pc/s	4.00	**Glue gun, Big (Heavy Duty)**	545.00	2,180.00
63	05659	pcs	5.00	**Highlighter, Flourescent - blue**	40.00	200.00
64	37684N	pc/s	4.00	**Highlighter, fluorescent, orange**	39.00	156.00
65	00655	pc/s	5.00	**Highlighter, fluorescent, pink**	35.00	175.00
66	37685N	pc/s	15.00	**Highlighter, fluorescent, yellow**	39.00	585.00
67	21312	set/s	25.00	**Ink for Eco- Tank Printer/(Black,Cyan,Magenta,Yellow)**	1,950.00	48,750.00
68	36446N	cart	84.00	**Ink, Epson 003 (Black)**	280.00	23,520.00
69	36447N	cart	19.00	**Ink, Epson 003 (Cyan)**	280.00	5,320.00
70	36448N	cart	19.00	**Ink, Epson 003 (Magenta)**	280.00	5,320.00
71	36449N	cart	19.00	**Ink, Epson 003 (Yellow)**	280.00	5,320.00
72	37120N	btl/s	24.00	**Ink, Numbering Machine**	230.00	5,520.00

Total Amount in Words:

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Conform RICHELLE PEDREW

Signature over printed name of

5-29-25

Date

Very truly

COMMISION ON AUDIT DAVAO DE ORO
TEAM 1
RECEIVED
DATE: 7/30/25
TIME: 1:48
BY:

DOROTHY M. GONZAGA
Governor
Authorized Official

GENERAL
OBR No.: 0669- 07- 25- 105
Responsibility Center:
Amount: 592,338.00

(In case of Negotiated Purchase pursuant to section 369(a) of RA 7180, this portion must be
Aprroved per Sanggunian Resolution ______________
Certified ______________ Date ______________

Name of Procuring Entity:LGU-Province of Davao de Oro
Standard Form No. SF-GOOD-58
Revised:May 24,2004
Std. Form Title:Purchase Order

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PURCHASE ORDER

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Agency/Procuring Entity

Supplier: TOPCESS TRADING CORPORATION	PO Number: 25050706
Address: STALL#48 BKL.#1, POB., MACO, DAVAO DE ORO	Date: 05/26/25
E-mail Address:	Mode of Procurement PB
Tel. No.:	
TIN: 010-727-499-000	PR Number: 25-C0116

Gentlemen:
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Date of Delivery:	10 days	Payment Term:	

No.	Stock No.	Unit of Issue	Quantity	Description	Unit Cost	Amount
73	37549N	pc/s	8.00	**Ink, Refill T6642(Cyan)**	310.00	2,480.00
74	37550N	pc/s	8.00	**Ink, Refill T6643(Magenta)**	310.00	2,480.00
75	37462N	btls.	7.00	**Ink, Stamp pad 473 ml**	170.00	1,190.00
76	11330	pc/s	2.00	**Ink,Epson T6641(black)**	385.00	770.00
77	28280	pc/s	1.00	**Ink,HP GT51/XL (Black) HP ink tank 315**	560.00	560.00
78	37548N	pc/s	8.00	**Ink,Refill T6641(black)**	560.00	4,480.00
79	37551N	pc/s	8.00	**Ink,Refill T6644(Yellow)**	539.00	4,312.00
80	00676	tube/	20.00	**Lead, mechanical pencil 0.5 (for Rotring)**	39.00	780.00
81	37476N	pc/s	8.00	**Marker Pen, for Whiteboard -black**	57.00	456.00
82	37121N	pc/s	20.00	**Marker pen, permanent, broad point, black**	61.00	1,220.00
83	37618N	pc/s	5.00	**Marker pen, permanent, broad point, blue**	61.00	305.00
84	32918N	pc/s	6.00	**Masking Tape #1**	61.00	366.00
85	37686N	pc/s	5.00	**Mouse pad**	32.00	160.00
86	00692	unit/	1.00	**Multi-Tray, 3 layers - metal**	640.00	640.00
87	00693	unit/	2.00	**Multi-Tray, 3 layers - plastic**	475.00	950.00
88	17088	btl/s	10.00	**Nail Polish(Yellow)**	45.00	450.00
89	37688N	pc/s	8.00	**Notebook, big, w/ leatherette cover, 50 leaves**	87.00	696.00
90	00709	rm/s.	30.00	**Paper, Bond - Subs. 16, Long (8 1/2" x 13")**	256.00	7,680.00
91	37597N	ream/s	123.00	**Paper, Bond, PG, legal, 216mm x**	253.00	31,119.00

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 (1) percent for every day of delay shall be imposed.

Conform RICHELLE PEDRETO

Signature over printed name of

5-29-2025
Date

Very truly

DOROTHY M. GONZAGA
Governor
Authorized Official

COMMISION ON AUDIT DAVAO DE ORO
TEAM 1
RECEIVED
DATE: 7/10/25
TIME: 1:48
BY:

GENERAL
OBR No.: 0669- 07- 25- 105
Responsibility Center:
Amount: 592,338.00

(In case of Negotiated Purchase pursuant to section 369(a) of RA 7180, this portion must be
Aprroved per Sanggunian Resolution ______________
Certified ______________ Date ______________

Name of Procuring Entity:LGU-Province of Davao de Oro
Standard Form No. SF-GOOD-58
Revised:May 24,2004
Std. Form Title:Purchase Order

MAY 29 2025

PURCHASE ORDER

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Agency/Procuring Entity

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E-mail Address:	Mode of Procurement PB
Tel. No.:	
TIN: 010-727-499-000	PR Number: 25-C0116

Gentlemen:
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Place of Delivery:	PGSO-Warehouse	Delivery Term:	
Date of Delivery:	10 days	Payment Term:	

No.	Stock No.	Unit of Issue	Quantity	Description	Unit Cost	Amount
				330mm (8-1/2" x 13"), 70 gsm.		
92	37671N	ream/s	293.00	**Paper, Bond, PG, legal, 216mm x 330mm (8-1/2" x 13"), 80 gsm.**	272.00	79,696.00
93	21953	ream/s	8.00	**Paper, Bond, Short, PG (8-1/2" x 1") 70 gsm.**	240.00	1,920.00
94	37122N	ream/s	438.00	**Paper, Book A4, 210mm x 297mm, min of 70gsm**	237.00	103,806.00
95	00752	pc/s	20.00	**Paper, Photo - A4 size (High Quality)**	13.00	260.00
96	08619	packs	50.00	**Paper, Photo A4 size 200gms 20's/pack**	130.00	6,500.00
97	37226N	packs	13.00	**Paper, velum - legal size 30's/pack**	144.00	1,872.00
98	36442N	pc/s	331.00	**Pen, Sign (G-2-05) - blue**	87.00	28,797.00
99	37124N	pc/s	70.00	**Pen, Sign (G-2-05) - red**	87.00	6,090.00
100	37619N	pc/s	48.00	**Pen, Sign (G-Tech-C4) - blue**	87.00	4,176.00
101	36443N	pc/s	60.00	**Pen, Sign - 0.5 ordinary, blue**	15.00	900.00
102	00766	pc/s.	12.00	**Pen, Sign - G-2-07 - black**	88.00	1,056.00
103	00767	pc/s.	50.00	**Pen, Sign - G-2-07 - blue**	88.00	4,400.00
104	00768	pc/s	24.00	**Pen, Sign - gel ink 0.5, Black**	20.00	480.00
105	00769	pc/s	39.00	**Pen, Sign - gel ink 0.5, Blue**	20.00	780.00
106	37233N	pc/s	12.00	**Pen, Sign Gl- Grip- 0.5blue**	94.00	1,128.00
107	37125N	pc/s	36.00	**Pen, Sign V5 -green**	94.00	3,384.00
108	37649N	pc/s	20.00	**Pencil, wooden**	16.00	320.00
109	37235N	pc/s	3.00	**Puncher, No. 75, with gauge**	585.00	1,755.00
110	00792	pc/s	2.00	**Puncher, paper, heavy duty, with two**	125.00	250.00

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 (1) percent for every day of delay shall be imposed.

Conform

RICHELLE PEDRANO
Signature over printed name of
5-29-25
Date

Very truly

DOROTHY M. GONZAGA
Governor
Authorized Official

COMMISION ON AUDIT DAVAO DE ORO
TEAM 1
RECEIVED
DATE 7/30/25
TIME 1:48
BY:

GENERAL
OBR No.: Gen9-07-25-106
Responsibility Center:
Amount: 592,338.00

(In case of Negotiated Purchase pursuant to section 369(a) of RA 7180, this portion must be
Aprroved per Sanggunian Resolution ____________
Certified ____________ Date ____________

Name of Procuring Entity:LGU-Province of Davao de Oro
Standard Form No. SF-GOOD-58
Revised:May 24,2004
Std. Form Title:Purchase Order

MAY 29 2025

PURCHASE ORDER

Province of Davao de Oro

Agency/Procuring Entity

Supplier: TOPCESS TRADING CORPORATION
Address: STALL#48 BKL.#1, POB., MACO, DAVAO DE ORO
E-mail Address:
Tel. No.:
TIN: 010-727-499-000

PO Number: 25050706
Date: 05/26/25
Mode of Procurement PB
PR Number: 25-C0116

Gentlemen:

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

Place of Delivery: PGSO-Warehouse
Date of Delivery: 10 days
Delivery Term:
Payment Term:

No.	Stock No.	Unit of Issue	Quantity	Description	Unit Cost	Amount
				hole guide		
111	37689N	box	9.00	**Push Pins 50's**	20.00	180.00
112	00794	box/s	2.00	**Push pins, hammer head type, asstd. Colors, 100's/box**	64.00	128.00
113	36453N	pc/s	18.00	**Record Book # 85, 300 pages (made of US ledger bond)**	570.00	10,260.00
114	38101N	pc/s	2.00	**Record Book 500 pages**	152.00	304.00
115	37654N	pc/s	18.00	**Record book, 300 pages, small dimension**	115.00	2,070.00
116	00803	pc/s	21.00	**Refill, Ballpen BP-S - blue**	15.00	315.00
117	37673N	pc/s	8.00	**Refill, sign pen (for Pilot G-Tech-C4) - blue**	64.00	512.00
118	00812	pc/s	20.00	**Refill, sign pen (for pilot GI grip 0.5) - blue**	40.00	800.00
119	37227N	pc/s	7.00	**Ruler, Plastic 12" (transparent)**	9.00	63.00
120	37228N	pc/s	2.00	**Ruler, Plastic 24" (transparent)**	45.00	90.00
121	00828	pc/s.	8.00	**Scissors, Stainless Heavy Duty**	72.00	576.00
122	37128N	roll/s	12.00	**Scotch Tape "1**	8.00	96.00
123	00829	pc/s	4.00	**Sharpener, Double purpose - (ordinary)**	8.00	32.00
124	36450N	pc/s	5.00	**Stamp pad, 3 " x 4.5" (w/ink) big**	130.00	650.00
125	00836	pc/s	5.00	**Stamping pad - small # 2**	30.00	150.00
126	36452N	pc/s	10.00	**Stapler w/ remover, # 35 Heavy duty**	200.00	2,000.00
127	37587N	pad/s	27.00	**Stick Note Pad (1"x2")**	15.00	405.00
128	00846	pack	20.00	**Sticker, 8.5 x 13, 10pcs/pack**	128.00	2,560.00

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 (1) percent for every day of delay shall be imposed.

Conform RICHELLE PEDREW

Signature over printed name of

5-29-25

Date

Very truly

DOROTHY M. GONZAGA
Governor
Authorized Official

COMMISION ON AUDIT DAVAO DE ORO
TEAM 1
RECEIVED
DATE 7/21/25
TIME 1:40
BY

GENERAL
OBR No.: 0669- 07- 25- 105
Responsibility Center:
Amount: 592,338.00

(In case of Negotiated Purchase pursuant to section 369(a) of RA 7180, this portion must be
Aprroved per Sanggunian Resolution
Certified
Date

Name of Procuring Entity:LGU-Province of Davao de Oro
Standard Form No. SF-GOOD-58
Revised:May 24,2004
Std. Form Title:Purchase Order

PURCHASE ORDER

MAY 29 2025

Province of Davao de Oro
Agency/Procuring Entity

Supplier: TOPCESS TRADING CORPORATION	PO Number: 25050706
Address: STALL#48 BKL.#1, POB., MACO, DAVAO DE ORO	Date: 05/26/25
E-mail Address:	Mode of Procurement PB
Tel. No.:	
TIN: 010-727-499-000	PR Number: 25-C0116

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

Place of Delivery:	PGSO-Warehouse	Delivery Term:	
Date of Delivery:	10 days	Payment Term:	

No.	Stock No.	Unit of Issue	Quantity	Description	Unit Cost	Amount
129	21806	pc/s	20.00	**Sticky Note Pad - 1"x 3" 100sheets (neon pastel colors)**	56.00	1,120.00
130	37623N	pc/s	10.00	**Sticky Note Pad 3"x1.5" 100sheets (asstd. colors)**	56.00	560.00
131	30324N	tab/s	117.00	**Sticky Note/Index Tab (as per sample)**	32.00	3,744.00
132	37690N	pc/s	1.00	**Tape, Dispenser (3 1/2" dia)**	130.00	130.00
133	37129N	roll/s	17.00	**Tape, masking, 24mm (1") width, usable length 50m**	42.00	714.00
134	37613N	roll/	17.00	**Tape, masking, 48mm (2") width, usable length 50m**	55.00	935.00
135	37472N	roll/s	9.00	**Tape, packaging, 48mm(2")**	65.00	585.00
136	37678N	roll/s	5.00	**Tape, transparent 24mm (1") width, usable length of 50m**	55.00	275.00
137	37130N	roll/s	7.00	**Tape, transparent, 48mm (2") width, usable length of 50m**	65.00	455.00
138	10316	roll/s	10.00	**Tape,Masking # 2**	50.00	500.00
139	37533N	box/s	4.00	**Thumbtacks**	25.00	100.00
140	30206N	pc/s	7.00	**Toner for LBP 2900 (refill)**	1,280.00	8,960.00
141	22070	pc/s	1.00	**Toner for MP2014AD**	4,000.00	4,000.00
142	38982N	pack/s	50.00	**Vinyl StickerTechnical Specification: - Vinyl, waterproof, glossy, legal/A4 - Washable, Tear Proof & can be used for outdoor.**	192.00	9,600.00
143	07435	pc/s	13.00	**Water Cellophane - assorted color**	10.00	130.00
144	03185	units	1.00	**Whiteboard w/ Frame, Stand & Roller 3' x 5'**	4,950.00	4,950.00
145	36451N	box/s	101.00	**Wire, Staple - # 35**	50.00	5,050.00

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 (1) percent for every day of delay shall be imposed.

Conform RICHELLE PEDRENO
Signature over printed name of
5-29-25
Date

Very truly

DOROTHY M. GONZAGA
Governor
Authorized Official

COMMISION ON AUDIT DAVAO DE ORO
TEAM 1
RECEIVED
DATE: 7/30/25
TIME: 1:48
BY:

GENERAL
OBR No.: 0409-07-25-105
Responsibility Center:
Amount: 592,338.00

(In case of Negotiated Purchase pursuant to section 369(a) of RA 7180, this portion must be
Aprroved per Sanggunian Resolution ____________
Certified ____________ Date ____________

Name of Procuring Entity:LGU-Province of Davao de Oro
Standard Form No. SF-GOOD-58
Revised:May 24,2004
Std. Form Title:Purchase Order

MAY 29 2025

PURCHASE ORDER

Province of Davao de Oro
Agency/Procuring Entity

Supplier: TOPCESS TRADING CORPORATION	PO Number: 25050706
Address: STALL#48 BKL.#1, POB., MACO, DAVAO DE ORO	Date: 05/26/25
E-mail Address:	Mode of Procurement PB
Tel. No.:	
TIN: 010-727-499-000	PR Number: 25-C0116

Gentlemen:

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

Place of Delivery:	PGSO-Warehouse	Delivery Term:	
Date of Delivery:	10 days	Payment Term:	

No.	Stock No.	Unit of Issue	Quantity	Description	Unit Cost	Amount
				For the use of various offices (1st qtr.) **THE AWARD IS BASED ON ABSTRACT NO. 2505076 UNDER BID NO.B-25-0113 OPENED ON April 23, 2025**		

Total Amount in Words:
Five Hundred Ninety Two Thousand Three Hundred Thirty Eight Pesos Only — 592,338.00

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

Conform RICHELLE PEDRERO

Signature over printed name of

5-29-25

Date

Very truly

DOROTHY M. GONZAGA
Governor
Authorized Official

COMMISION ON AUDIT DAVAO DE ORO
TEAM 1
RECEIVED
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