



Republic of the Philippines
BENGUET STATE UNIVERSITY
La Trinidad, Benguet

PURCHASE ORDER

Supplier: LB2 LABORATORY SUPPLIES		P.O No.: 2025-10-161-407					
Address: #8 San Antonio Ave, SAV1, Paranaque City		Date: 10/8					
Tin:		Mode of Procurement: SVP					
Gentlemen:		PR No.: 2025-04-708; 2025-03-428					
Please furnish this Office the following articles subject to the terms and conditions contained herein:							
Place of Delivery: BSU SPMO		Delivery Term: FOB DESTINATION					
Date of Delivery: within 15 calendar days upon receipt of NTP		Payment Term: within 30 days after complete delivery					
Item no.	Stock/Part No.	Unit	ITEM	Quantity	Unit Cost	Amount	END-USER
2		unit	Binding and Punching Machine (Officcom W20A Wire Binding Machine A4 Duty) - product name: wire binding machine; model: W20A; weight (KG): 6.7 kg; number of holes: 34; size: 435 x 335 x 2025 mm; adjustable margin (mm): 2.5 /4.5 / 6.5 mm; maximum binding capacity (Quantity): 140; Sheets maximum binding width (mm): Below 300 (A4)	1	9,873.00	9,873.00	OVPAA
3		unit	Paper Trimmer/Cutting Machine (Officcom) - name: Ream cutter (A4); size: A4 size (210mm x 300mm); type: ream cutter, color: white/black; cutting capacity: A4: 400 sheets of 80 gsm; A3: 400 sheets of 80 gsm	14	9,628.00	134,792.00	OVPAA
4		unit	Paper Trimmer/Cutting Machine (Quatt) - Sliding cutter heavy duty for vinyl/cardboard/paper A4; suitable for cutting photo, film, card, thin plastic, thin copper etc.; metal structure; have long duration and can achieve accurate cutting perfect line and smooth edge; dimension: 795mm/31.29 in, 360mm/14.17in, 105mm/4.13in	3	5,320.00	15,960.00	CTE-ECDC
TOTAL AMOUNT:					XXXXXXXXXXXX		
(Total Amount in Words)					ONE HUNDRED SIXTY THOUSAND SIX HUNDRED TWENTY-FIVE PESOS ONLY.		
In case of failure to make the full delivery within 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.							
Conforme:				Very Truly Yours:			
Signature over Printed Name of Supplier Bever Tama Mac M. Oct 27, 2025				Signature over Printed Name of Supplier KENNETH ALIP LARUAN University President			
Fund Cluster:				ORS/BURS No.: 2025-10-177			
Funds Available:				Date of the ORS/BURS: OCT 12 2025			
Accountant IV IMELDA E. GALINATO				Amount: 160,625.00 160625.00			