



Republic of the Philippines
Benguet State University
2601 La Trinidad, Benguet



PURCHASE ORDER

Supplier :	LEAPING CARP CORPORATION / SBCO MERCHANDISE	P.O. No.	<i>2025-11-B71-532</i>
Address :	49B FERGUSON ROAD, GUISAD, BAGUIO CITY	Date:	NOV 12 2025
TIN :	009-371-610-000	Mode of Procurement:	Small Value Procurement
		P.R. No.	2025-09-1411

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

Place of Delivery :	BAKERY PROJECT	Delivery Term :	FOB Destination
Date of Delivery :	60 calendar days upon receipt of NTP	Payment Term :	within 30 Days after complete delivery

Item No.	Stock / Property No.	Unit	ITEM	Quantity	Unit Cost	Total Amount	END-USER
2		reams	CELLOPHANE WRAPPER, transparent, 9.8kg / ream	5	3,980.00	19,900.00	BAKERY PROJECT
3		packs	COFFE STIRRER, bamboo, disposable / pack	60	125.00	7,500.00	BAKERY PROJECT
7		reams	GLASSINE PAPER, 24" X 37", 5.9kls / ream	30	980.00	29,400.00	BAKERY PROJECT
8		cases / boxes	PAPER CUP, 8oz plain or printed, 20pks x 25pcs, 500pcs / case or box	16	800.00	12,800.00	BAKERY PROJECT
9		bales	PAPER BAG, #3 60 bundles 5,000 pcs / bale	6	2,100.00	12,600.00	BAKERY PROJECT
10		bales	Paper Bag # 5 30 bundles 3000pcs / bale	3	1,905.00	5,715.00	BAKERY PROJECT
14		cases / boxes	PRICE LABEL TAPE, 10 rolls x 10 tubes / case or box	6	1,431.00	8,586.00	BAKERY PROJECT
17		cases / boxes	SCOTCH TAPE, 1" x 144 rolls / case or box	16	1,872.00	29,952.00	BAKERY PROJECT
18		pieces	SHRINKABLE PLASTIC CAP SEAL, round for microwabale, 190 X 40mm / piece	5221	0.41	2,140.61	BAKERY PROJECT
Total						128,593.61	

Total Amount in Words : One Hundred Twenty Eight Thousand Five Hundred Ninety Three & 61/100 Only.

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 delay shall be imposed on the undelivered item/s.

Conforme :

Very truly yours,

Signature over Printed Name of Supplier

KENNETH ALIP LARUAN
University President

Date

ORS/BURS No. : *B71 2025-11-990*

Fund Cluster :

Date of ORS/BURS : *NOV 13 2025*

Funds Available :

Amount : *128,593.61*

IMELDA B. GALIMATO

Chief Accountant