

**PROCUREMENT OF SECOND QUARTER (Q2) BOND PAPER
REQUIREMENT FOR 2023**

1. Item Description and Specification:

ITEMS DESCRIPTION	Quantity
Bond Paper Multi copy - Size: Long, (8 ½" x 13), Substance 24, Thickness: 80 gsm	400 reams

2. Terms of Delivery:

7-15 Calendar Days upon receipt of approved PO

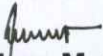
3. Terms of Payment:

30 Calendar Days after completed delivery

4. Approved Budget for the Contract:

The approved budget for the contract is **One Hundred Seven Thousand Nine Hundred Pesos Only (P107,900.00)**, inclusive of all taxes chargeable against the Corporate Operating Budget for CY 2023.

Prepared by:


Jackie Lou M. Eugenio
Administrative Officer V

Approved by


MARVYN ANTHONY C. GALANG
Vice President
Facilities and General Services Department