



Republic of the Philippines
QUEZON CITY GOVERNMENT



PO Number **GS-2510025**

Purchase Order Date: **OCT 28 2025**

Procuring Unit : PUBLIC EMPLOYMENT SERVICE OFFICE	Project Number : PESO-25-OSD-1137
Company Name : ALELEN ENTERPRISE	Mode of Procurement : Public Bidding
Address : 21 C Matiyaga Street Barangay Central Quezon City	Resolution No. : 25-GSPB-547
Business Type : Sole Proprietorship Registration No. 1387714	TIN : 179-876-721-00000
	Contact Number : 9364551

Sir/Madam:
Please furnish this office the following articles subject to the terms and conditions contained here:

Place of Delivery : CGSD Central Warehouse

Delivery Schedule : Thirty (30) Calendar Days

Payment Term : Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
1	-Tarpaulin (8 x 10ft) made of high-quality material, water-proof, color printed, with QC and PESO Logo	Piece	1	1,910.90	1,910.90
2	-Tarpaulin (8 x 10ft) made of high-quality material, water-proof, color printed, with QC and PESO Logo	Piece	2	1,910.90	3,821.80
3	-Tarpaulin (8 x 10ft) made of high-quality material, water-proof, color printed, with QC and PESO Logo	Piece	1	1,910.90	1,910.90
4	-Tarpaulin (8 x 10ft) made of high-quality material, water-proof, color printed, with QC and PESO Logo	Piece	2	1,910.90	3,821.80
5	-Tarpaulin (6 x 8ft) made of high-quality material, water-proof, color printed, with QC and PESO Logo	Piece	2	1,410.90	2,821.80
6	-Tarpaulin (2 x 3ft) made of high-quality material, water-proof, color printed, with QC and PESO Logo	Piece	72	157.00	11,304.00
7	-Tarpaulin (8 x 10ft) made of high-quality material, water-proof, color printed, with QC and PESO Logo	Piece	4	1,910.90	7,643.60
8	-Tarpaulin (8 x 10ft) made of high-quality material, water-proof, color printed, with QC and PESO Logo	Piece	2	1,910.90	3,821.80
9	-Tarpaulin (6 x 8ft) made of high-quality material, water-proof, color printed, with QC and PESO Logo	Piece	4	1,410.90	5,643.60
10	-Specialty paper – 220gsm, pale cream, 220gsm, 500sheets/ream	Ream	1	1,561.00	1,561.00
11	-Specialty paper – 220gsm, pale cream, 220gsm, 500sheets/ream	Ream	1	1,561.00	1,561.00
12	-Pencil, Lead, Wood cased, 12pcs/box	Box	20	155.00	3,100.00
13	-Specialty paper – 220gsm, pale cream, 220gsm, 500sheets/ream	Ream	1	1,561.00	1,561.00
14	-Pencil, Lead, Wood cased, 12pcs	Box	20	155.00	3,100.00

Obligation Request : 100-2025-10-11417

Approved Budget for the Contract : 459,379.50

Funds Available:

Signature Over Printed Name
Supplier / Date

Ryan Gilmore 11/7/2025

RUBY G. MANANGU
City Accountant



Management System
ISO 9001:2015





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QUEZON CITY GOVERNMENT



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Company Name : ALELEN ENTERPRISE	Mode of Procurement : Public Bidding
Address : 21 C Matiyaga Street Barangay Central Quezon City	Resolution No. : 25-GSPB-547
Business Type : Sole Proprietorship Registration No. 1387714	TIN : 179-876-721-00000
	Contact Number : 9364551

Sir/Madam:
Please furnish this office the following articles subject to the terms and conditions contained here:

Place of Delivery : CGSD Central Warehouse **Delivery Schedule :** Thirty (30) Calendar Days

Payment Term : Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
15	-Specialty paper – 220gsm, pale cream, 220gsm, 500sheets/ream	Ream	1	1,561.00	1,561.00
16	-Pencil, Lead, Wood cased, 12pcs/bpx	Box	20	155.00	3,100.00
17	-Bond Paper – (A4 size, premium grade, 70gsm) 500 sheets per ream	Ream	2	303.00	606.00
18	-Specialty paper – 220gsm, pale cream, 220gsm, 500sheets/ream	Ream	2	1,561.00	3,122.00
19	-Pencil, Lead, Wood cased, 12pcs/bpx	Box	20	155.00	3,100.00
20	-Certificate Holder, A4, color Blue(350) and Red (350); Specialty Paper(Pale Cream), A4, 100gsm (100pcs/packs)	Set	700	71.00	49,700.00
21	-Certificate Holder, A4, color Blue(150) and Red (150); Specialty Paper(Pale Cream), A4, 100gsm (100pcs/packs)	Set	300	71.00	21,300.00
22	-Notepad, 3x3 inches, 60 sheets, Customized Design	Piece	500	56.00	28,000.00
23	-Certificate Holder, A4, color Blue(250) and Red (250); Specialty Paper(Pale Cream), A4, 100gsm (100pcs/packs)	Set	500	71.00	35,500.00
24	Souvenir Kit: -Customized ID Lace: Length: 36 inches, Width: 3/8 inch, Hanging Length: 18 inches	Piece	100	187.35	18,735.00
25	Souvenir Kit: -Notebook (60 leaves, 153mm x 228mm)	Piece	66	45.00	2,970.00
26	Souvenir Kit: -Ballpen – regular, black, ballpoint pen, 0.5mm	Piece	100	7.00	700.00
27	Souvenir Kit: -Horizontal ID Card Holder (92mm x 115mm), plastic, crafted from durable plastic	Piece	100	12.00	1,200.00

Obligation Request : 100-2025-10-11427

Approved Budget for the Contract : 459,379.50

Funds Available:

Ryan Guillermo 11/5/2025
Signature Over Printed Name
Supplier / Date

Ruby G. Manangu
RUBY G. MANANGU
City Accountant



Management System
ISO 9001:2015





Republic of the Philippines
QUEZON CITY GOVERNMENT



PO Number **GS-2510025**

Purchase Order Date: **OCT 28 2025**

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 Payment Term : Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
28	-Certificate Holder, A4, color Blue(50) and Red (50); Specialty Paper(Pale Cream), A4, 100gsm (100pcs/packs)	Pack	4	71.00	284.00
29	-Certificate Holder, A4, color Blue(200) and Red (200); Specialty Paper(Pale Cream), A4, 100gsm (100pcs/packs)	Set	400	71.00	28,400.00
30	-Certificate Holder blue (60 pcs) and Specialty Paper(Pale Cream), A4 (60pcs)	Set	60	71.00	4,260.00
31	Souvenir Kit: -Customized ID Lace: Length: 36 inches, Width: 3/8 inch, Hanging Length: 18 inches	Piece	60	187.35	11,241.00
32	Souvenir Kit: -Notebook (60 leaves, 153mm x 228mm)	Piece	40	37.00	1,480.00
33	Souvenir Kit: -Ballpen – regular, black, ballpoint pen, 0.5mm	Piece	60	7.00	420.00
34	Souvenir Kit: -Horizontal ID Card Holder (92mm x 115mm), plastic, crafted from durable plastic	Piece	60	12.00	720.00
35	-Certificate Holder blue (60 pcs) and Specialty Paper(Pale Cream), A4 (60pcs)	Set	60	71.00	4,260.00
36	Souvenir Kit: -Customized ID Lace: Length: 36 inches, Width: 3/8 inch, Hanging Length: 18 inches	Piece	60	187.35	11,241.00
37	Souvenir Kit: -Notebook (60 leaves, 153mm x 228mm)	Piece	40	30.00	1,200.00

Obligation Request : 170-2025 70-11427

Approved Budget for the Contract : 459,379.50

Funds Available:

Ryan Gilmore 11/7/2025
 Signature Over Printed Name
 Supplier / Date

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RUBY G. MANANGU
 City Accountant



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PO Number **GS-2510025**

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Payment Term : Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
38	Souvenir Kit: -Ballpen – regular, black, ballpoint pen, 0.5mm	Piece	60	7.00	420.00
39	Souvenir Kit: -Horizontal ID Card Holder (92mm x 115mm), plastic, crafted from durable plastic	Piece	60	12.00	720.00
40	-Certificate Holder blue(60 pcs) and Specialty Paper(Pale Cream), A4 (60 pcs)	Set	60	71.00	4,260.00
41	-Certificate Holder blue(50 pcs) and Specialty Paper(Pale Cream), A4 (50 pcs)	Set	50	71.00	3,550.00
42	-Filler Notebook (60 leaves, 153mm x 228mm), 25pcs/pack	Set	3	1,000.00	3,000.00
43	-Ballpen – regular, black, ballpoint pen, 0.5mm	Piece	50	7.00	350.00
44	-Horizontal ID Card Holder (92mm x 115mm), plastic, crafted from durable plastic	Piece	50	12.00	600.00
45	-Token: - 1piece-Tumbler – 500ml Premium Travel Tumbler Double-Walled Stainless Vacuum Sports Water Bottle with Cup Handle, w/ PESO logo - 1piece Planner – Bamboo notebook w/ recycled pen, size: 14cm x 18cm, 70 sheets with PESO Logo with provision of paper bag- 9.5inches x 7.8 x 5.4inches	Set	35	520.00	18,200.00
46	-Token: - 1piece-Tumbler – 500ml Premium Travel Tumbler Double-Walled Stainless Vacuum Sports Water Bottle with Cup Handle, w/ PESO logo	Set	30	520.00	15,600.00

Obligation Request : 100-2025-10-11427

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Funds Available:

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Ran Guillermo 11/7/2025

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Payment Term : Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
47	- 1piece Planner – Bamboo notebook w/ recycled pen, size: 14cm x 18cm, 70 sheets with PESO Logo with provision of paper bag- 9.5inches x 7.8 x 5.4inches -Token:	Set	4	520.00	2,080.00
48	- 1piece-Tumbler – 500ml Premium Travel Tumbler Double-Walled Stainless Vacuum Sports Water Bottle with Cup Handle, w/ PESO logo - 1piece Planner – Bamboo notebook w/ recycled pen, size: 14cm x 18cm, 70 sheets with PESO Logo with provision of paper bag- 9.5inches x 7.8 x 5.4inches -Token:	Set	5	520.00	2,600.00
49	- 1piece Planner – Bamboo notebook w/ recycled pen, size: 14cm x 18cm, 70 sheets with PESO Logo with provision of paper bag- 9.5inches x 7.8 x 5.4inches Souvenir Kit:	Piece	150	193.90	29,085.00
50	-Plain katsa Tote bag Canvas, 10x12 inches flat, Customized Design Souvenir Kit:	Piece	150	183.90	27,585.00
51	-Customized Apron – H:80cm, W:68cm; Belt: 40cm, 25cm Adjustable Shoulder strap, water resistant -Token:	Set	5	520.00	2,600.00
	- 1piece-Tumbler – 500ml Premium Travel Tumbler Double-Walled Stainless Vacuum Sports Water Bottle with Cup Handle, w/ PESO				

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Ran Gilgamo 11/7/2025

R
RUBY G. MANANGU
City Accountant

