

## PURCHASE ORDER

Supplier INK@BEST TECHNICAL SERVICES  
Address M.A. Building, Libjo Central, Batangas City  
Tel./Fax No. 706-0841 / 723-7913  
Supplier Registered with:

PO No.	12-03-07
Date	March 28, 2012
Terms of Payment	on account
Mode of Procurement	LOCAL SHOPPING

Please deliver to this office within **10 days** from receipt hereof the following:

[illegible]

Conditions:

1. The agency shall impose penalty in an amount equivalent to 1/10 percent of the total value of undelivered order for each day of the delay as liquidated damages.
2. Render your bills in triplicate copies including the original.
3. If the date of receipt of the P.O. by the dealer is not indicated, it shall be deemed on the 10th working day from the date of the approval of the P.O.
4. For imported items, IMPORTATION DOCUMENTS specifically showing the condition, serial numbers of equipment purchased, and tax receipts, should be submitted by the supplier.

Very truly yours,

Funds available in the amount of P 6,600.00

*Catalina R. Amatus*  
CATALINA R. AMATUS  
Fiscal Controller IV

ARACELI J. LAINEZ  
Division Chief IV - MSD

APPROVED:

PAOLO JOHANN C. PEREZ  
Regional Vice-President

Date approved: APRIL 3, 2012

CONFORME:

Received copy of P.O. on April 4, 2019  
By [Signature]

Printed Name and Signature  
of Supplier/Representative