

PURCHASE ORDER

Supplier **DELNOR MARKETING**
Address 198 Morada St., Lipa City, Batangas
Tel./Fax No. 756-2730
Supplier Registered with:

PO No. **12-04-02**
Date April 13, 2012
Terms of Payment on account
Mode of Procurement LOCAL SHOPPING

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

NO	QTY.	UNIT	ITEM DESCRIPTION	UNIT	TOTAL
1	310	PCS	BALLPOINT PEN, Fine point, Black	3.80	1,178.00
2	50	PCS	BALLPOINT PEN, Fine point, Violet	4.50	225.00
3	90	PCS	BALLPOINT PEN, Fine Point, Blue	3.80	342.00
4	50	PCS	BALLPOINT PEN, Fine point, Green	5.00	250.00
5	70	PCS	BALLPOINT PEN, Fine point, Red	3.80	266.00
6	1	PC	CALCULATOR, DESKTOP, ELECTRONIC, 12 DIGIT 3 with PRINTER	2,800.00	2,800.00
7	105	PCS	CORRECTION TAPE 10mm X 633	18.00	1,890.00
8	2	PCS	DESK TRAY (2 LAYERS) DOUBLE WIRE MESH	280.00	560.00
9	11	BTLS	GLUE, multipurpose 130 gms	38.00	418.00
10	1	PCS	MONEY DETECTOR	900.00	900.00
11	2	PCS	PUNCHER, HEAVY DUTY with 2 holes	160.00	320.00
12	143	BXS	STAPLE WIRE, for standard stapler #35 500's/box	34.00	4,862.00
13	6	ROLLS	TAPE, TRANSPARENT size 3"	75.00	450.00
14	73	ROLLS	TAPE, TRANSPARENT size 1" (24mm) 50M	13.50	985.50
15	12	PCS	BALLPOINT PEN with STAND/ HOLDER	28.00	336.00
			nothing follows		15,782.50
			Supplies for March to April 2012		
			Less: WWAT 5%	789.13	
			EVAT 1%	157.83	946.96
			reference: Consolidated RIV for March and April 2012		
TOTAL					14,835.54

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 15,782.50**

Catalina R. Amatus
CATALINA R. AMATUS
Fiscal Controller IV

Araceli J. Lainez
ARACELI J. LAINEZ
Division Chief IV - MSD

APPROVED: *Paolo Johann C. Perez*
PAOLO JOHANN C. PEREZ
Regional Vice President

Date Approved: *4/19/12*

Received copy of P.O. on *04-20-12*

By *Delio M. Javilla*

CONFORME:

Delio M. Javilla
Printed Name and Signature

PAID:
2012