

PURCHASE ORDER

Supplier **Maileen Merchandising**
 Address **Valencia St, Puerto Princesa City**
 Tel./Fax No. **433-2103**
 Supplier Registered with:

PO No. **12-05-03**
 Date **May 8, 2012**
 Terms of Payment **on account**
 Mode of Procurement **LOCAL SHOPPING**

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

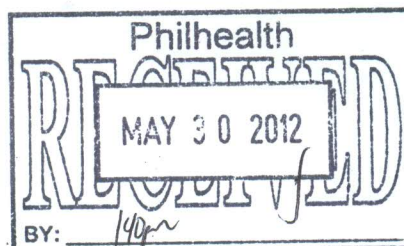
NO	QTY.	UNIT	ITEM DESCRIPTION	UNIT PRICE	TOTAL AMOUNT
1	30	pcs	Ballpen, (Black) Pilot <i>HBW Black OG1</i>	5.50	165.00
2	10	pcs	Ballpen, My Gel, Black	19.00	190.00
3	20	pcs	Ballpen, red, panda	5.00	100.00
4	1	bx	Continuous forms A4 1 ply, s20, 11 x 9 1/2	695.00	695.00
5	1	bx	Folder, file, legal size, 100pcs. <i>BROWN</i>	300.00	300.00
6	1	bx	Folder, file, short size, 100pcs. <i>BROWN</i>	250.00	250.00
7	3	pcs	Marker, permanent, black, <i>PILOT</i>	35.00	105.00
8	40	reams	Paper, copy, A4, 80gsm	190.00	7,600.00
9	5	unit	STAPLER-Standard, heavy duty	265.00	1,325.00
10	1	pc	PUNCHER, HD with two hole guide approx 6.5mm diameter	145.00	145.00
11	10	pcs	CORRECTION FLUID-Waterbased, white opaque, 15 ml./bottle <i>TOWELL P 6030</i>	30.00	300.00
12	50	PCS	ENVELOPE-Documentary, for A4 size paper/document, kraft, 229mm x 324mm, min. weight of 150gsm	1.00	50.00
13	50	PCS	ENVELOPE-Documentary, golden kraft, 150 gsm., 254mm x 381mm (10' x 15')	1.30	65.00
14	5	PCS	ERASER-Rubber, steadler <i>BIG</i>	19.00	95.00
15	15	bx	FASTENER-Metal and plastic combination, 2 pc-clip, 70MM, 50 sets/box	25.00	375.00
16	12	pcs	PAPER CLIP-Backfold, 50mm., (2")	5.50	66.00
17	12	pcs	PAPER CLIP-Backfold, 25mm., (1")	1.60	19.20
18	5	PCS	DATA FILE BOX-closed ends with finger ring, 127mm x 229mm x 400mm(5' x 9' x 15-3/4')	100.00	500.00
19	2	btls	GLUE-White, 130 grams <i>ELMER</i>	42.00	84.00
20	4	PCS	Printer Ribbon FX 2175	475.00	1,900.00
21	4	PCS	Printer Ribbon LQ 2180	950.00	3,800.00
22	1	cart	Ink Cartridge for HP officejet V40, C6615B, black	1,620.00	1,620.00
23	1	cart	Ink Cartridge for HP officejet V40, C6578D, colored	1,800.00	1,800.00
24	1	btl	JANITORIAL-Glass cleaner, spray	98.00	98.00
25	10	btls	MEDICAL SUPPLY-Alcohol, 500ml <i>BIODGENIC 70%</i>	75.00	750.00
			nothing follows	TOTAL	22,397.20
			for Palawan Service Office		
			March to April 2012		
			Less: WVAT 5%	1,119.86	
			EVAT 1%	223.97	1343.83
			reference: RIV # PSO-12-02-015 dated February 14, 2012		
TOTAL			consolidated RIV March and April 2012		21,053.37

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.

Funds available in the amount of **P 22,397.20**

Catalina R. Amatus
CATALINA R. AMATUS
 Fiscal Controller IV



Very truly yours,
Araceli J. Lainez
ARACELI J. LAINEZ
 Division Chief IV - MSD

APPROVED:
Paolo Johann C. Perez
PAOLO JOHANN C. PEREZ
 Regional Vice-President
 Date Approved: *MAY 10, 2012*

Received copy of P.O. on *5/24/12*
 By *HELETA R. LEGUISA*

CONFORME:

Emy Angeles
EMY ANGELES 5-24-12
 Printed Name/Signature of Supplier/Representative