

## PURCHASE ORDER

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

PO No. **12-08-05**  
 Date **August 9, 2012**  
 Terms of Payment **on account**  
 Mode of Procurement **LOCAL SHOPPING**

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

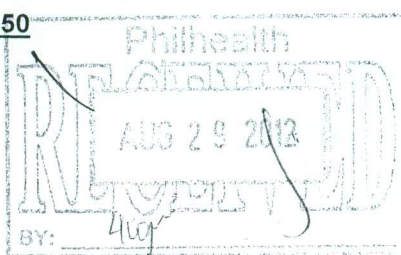
NO	QTY.	UNIT	ITEM DESCRIPTION	UNIT PRICE	TOTAL AMOUNT
1	5	cart	INK CARTRIDGE for HP Laserjet HPV40 (C6615A)	1,500.00	7,500.00
2	2	cart	INK CARTRIDGE for HP Laserjet HPV40 (C6578D)	1,750.00	3,500.00
3	3	toner	TONER CARTRIDGE for HP Laser Jet P2035 Printer	4,780.00	14,340.00
4	7	cart	RIBBON for EPSON LQ 2070/2080/2180 and FX2180 printer	970.00	6,790.00
5	2	box	RUBBER BAND-small	19.00	38.00
6	20	pcs	SIGNPEN-0.7mm, Black, gel type	20.00	400.00
7	3	pckts	BATTERY-Alkaline, size AAA, 2pcs/packet	60.00	180.00
8	2	tube	BLADE-For heavy duty cutter (L-500), 10 pcs/tube	15.00	30.00
9	20	btls	CORRECTION FLUID-Waterbased, white opaque, 15 ml./bottle	32.00	640.00
10	6	pcs	DATA FILE BOX-Closed ends with finger ring, 127mmx229mm	110.00	660.00
11	50	pcs	ENVELOPE-Documentary, for A 4 size paper/document, kraft, 2	1.00	50.00
12	10	boxes	FASTENER-Metal and plastic combination, 2 pc-clip, 70MM, 50	27.00	270.00
13	50	pcs	FOLDER-Pressboard, plain, for legal size papers/documents	8.75	437.50
14	20	pcs	FOLDER-Pressboard, plain, for letter size, papers/documents	8.50	170.00
15	50	pcs	FOLDER-Tagboard, 14 points, for A4 size paper/document, 036	2.90	145.00
16	50	pcs	FOLDER-Tagboard, 14 points, for legal size paper/document	3.40	170.00
17	3	btls	GLUE-White, 130 grams	42.00	126.00
18	30	reams	PAPER-Multicopy, for laser printer/ink-jet printer, high speed, c	190.00	5,700.00
19	20	reams	PAPER-Multicopy, long, 8 1/2 x 13	173.00	3,460.00
20	5	pcks	JANITORIAL, Detergent powder, 300 grams	98.00	490.00
21	3	btls	JANITORIAL-Xonrox	40.00	120.00
22	1	roll	TWINE-Plastic, one kilo per roll	63.00	63.00
23	5	btls	JANITORIAL-Air Freshner, aerosol type, spray mist, 280ml/150	198.00	990.00
24	5	btls	JANITORIAL-Glass cleaner, spray	105.00	525.00
25	5	btls	JANITORIAL-Hand soap, liquid with dispenser	95.00	475.00
26	2	btls	JANITORIAL-Muriatic Acid, 500 grams	95.00	190.00
			<b>**nothing follows**</b>	<b>TOTAL</b>	<b>47,459.50</b>
			for Palawan Service Office		
			May to June 2012		
			Less: WWAT 5%	2,372.98	
			EVAT 1%	474.60	
					<b>2847.57</b>
			reference: RIV # PSO-12-03-53 dated March 30, 2012		
<b>TOTAL</b>					<b>44,611.93</b>

## 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 47,459.50**

*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: **8-13-12**

Received copy of P.O. on **8/17/12**

By **ROSEVILLA P. RABANG**

CONFORME:

*JEN RABANG*  
 Printed Name/Signature of Supplier/Representative