

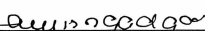


PURCHASE ORDER

P.O. No.:	<u>P-12-100</u>
Date:	<u>18-Sep-12</u>
Term/s of Payment:	<u>on account</u>
Mode of Procurement:	<u>Small Value</u>

NO.	QTY	UNIT	ITEM DESCRIPTION	UNIT PRICE	TOTAL AMOUNT
1	4	unit	Filing Cabinet	9,880.00	39,520.00
			Total		39,520.00
			Less: 5% Final Tax	1764.29	
			1% EWT	352.80	
			Net of Tax	37,402.91	38,764.65

1. The agency shall impose penalty in an amount equivalent to 1/10 of 1% of the total value of undelivered order for each day of the delay as liquidated damages.
2. If the date of receipt of the Purchase Order/P.O. by the dealer is not indicated, it shall be deemed received on the day it was acknowledged to have been received by a representative either through fax or e-mail.
3. Delivery Receipt and Sales Invoice shall be required for the one-time complete delivery of the goods.
4. Defective, incompatible or non-compliant of goods as to specification when quoted shall be rejected and returned at the time of delivery.
5. Payment shall be made in full subject to corresponding government taxes within fifteen (15) working days upon receipt of Certificate of Acceptance and Inspection Report.

Certified Budget Available	Funds Available in the amount of:	Php	39,520.00	APPROVED:
 LILIBETH M. PALACI Fiscal Controller I/ Budget Officer - Des.		 MARIA LINDA H. GADINGAN Fiscal Controller III		 ELVIRA C. VER Regional Vice President, PRO-CAR
Within the COB: _____				
Expense Code: _____				
Budget: _____				
Remarks: _____				

Received Copy of P.O. on

Print Name and Signature
of Supplier/Representative