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PRID-PS-07

PURCHASE ORDER

P.O. No.:	07-066-13
Date:	July 24, 2013
Payment:	On Account
Procurement:	Small Value Procurement

Office Order No. 0161, s. 2012
from receipt hereof the following

Please deliver to this office within

45 working days


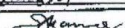
Please deliver to this OFFICE			ITEM DESCRIPTION	UNIT PRICE	TOTAL AMOUNT
			PAPER SHREDDER can cut CDs, paperclips, and plastic cards Brand/Model: Office Elite DWS-100&CD	4,284.00	4,284.00
1	1	unit			
2	1	unit	FACSIMILE MACHINE Printing / Scanning / Copying / Faxing up to 24 opm (A4) / 24 ppm (letter). 16 MB 600 x 600 dpi. HQ1200 (2400 x 600dpi) quality Brand/Model: Fomonteiro KX-MR2030CX NOTE: One (1) Year Warranty	12,900.00	12,900.00
					17,184.00
LESS:					
EWT 1% 153.48					920.57
GMP 5% 767.14					16,243.43
RIV # received:					
13-0394 dtd. 07/01/13 Treasury Dept. - Alfre O. Miguel					
13-0397 dtd. 07/03/13 OCGO - Emily C. Hantla					

Terms & Conditions:

- Terms & Conditions:**
1. The agency shall impose penalty in an amount equivalent to 1/10 on one (1%) percent 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 of the above item(s) shall be made within the prescribed schedule dates. Supplier are advised to inform Procurement Section at least two (2) days before the delivery. Use of elevator shall only be from 09:00 to 11:30 a.m. and 1:30 to 3:00 p.m. during Mon/Tue/Wed/Fri (MWF). All item(s) shall be delivered and accepted by the Procurement Section at 15th Floor, Room 1503 Citygate Ctr. Bldg. Pasig City.
 4. Delivery Receipt and Sales Invoice shall be required for one-time complete delivery of the goods.
 5. Defective, incompatible or non-compliant of goods as to specification when quoted shall be rejected and returned at the time of delivery. With provision for a back-up unit in case of repair.
 6. 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.

Very truly yours,

CRISTINA B. MONSALUD
AO III-OIC, Procurement Section

Certified Budget Available: <u>Comptrol</u>		Funds Available in the amount of: <u>P17,184.00</u>	APPROVED:
CORAZON M. TABULAO Fiscal Controller III <u>per</u>		LILIA R. GARRIDO <u>per</u> Fiscal Controller III	 CHERIE CARMEN B. DIVINA Division Chief, PRISMO HEAD OF THE AGENCY or Authorized representative
Within the COB: <u>20 B</u> Expenditure Code: <u>33-10 Office Expenses</u> <u>2500 Com. Expense</u> Budget: <u>511.25</u> Remarks: <u>511.25 Treasury - Gross</u> <u>511.25 - 320</u>		Received copy of P.O.: <u>7/31/13</u>	
CONFORME:  JOSEPHINE RAMOS Signature over: Printed Name and Position of authorized representative			Date

Signature over Printed name and Position of Supplier's
representative

Dve on Oct 2