



## PURCHASE ORDER

Supplier: <b>NEED INK SALES &amp; SERVICES</b>	PO NO. <b>16-06-155</b>
Address: <b>Door 18 Gahol Building, DMSF Drive, Davao City</b>	PO Date: <b>June 23, 2016</b>
Contact No. <b>300-2373, 321-5244</b>	Terms of Payment: <b>15 working days</b>
<input checked="" type="checkbox"/> VAT <input type="checkbox"/> NON-VAT TIN: 206-149-524-006	Mode of Procurement: <b>Local Shopping</b>

Please Deliver to this Office within 15 working days from Receipt hereof the following:

PR NO.	Item No.	Qty	Unit	Item Description	Unit Cost	Total Cost
1606-06-28	1	16	carts	Toner, CC364A For replenishment of printing supplies Posted on GEPS: June 15, 2016 *****nothing follows*****  less: tax 9. 4,142.86 1/ 828.57	5,800.00	92,800.00  4,971.43 ₱ 87,828.57

### Conditions:

- 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
- Render your bills in triplicate copies including the original.
- If the date of the receipt of the P.O. by the dealer is not indicated, it is deemed received on the 10th working day of the approval of the P.O.
- For imported items, IMPORTANT DOCUMENTS SPECIFICALLY showing the condition(s) and serial numbers of the equipment must be presented upon delivery.

Very truly yours,   <b>GARY S. VELAYO</b> Administrative Officer IV	PRO-XI Budget FY 2016 BRO No. _____ Charge to: <u>MODE</u> Exp. Code <u>774-JD</u> Amount <u>₱92,800.00</u>   <b>PATRICK ANGELO L. UY</b> Budget Officer Designate	Recommending Approval:   <b>ARNEL B. SUBIBI</b> Division Chief IV, MSD	Approved by:   <b>DENNIS B. ADRE</b> Regional Vice President
Received copy of P.O. on Received by: <u>ANTOINETTE G. VARGAS</u>		Conformed:  _____ Supplier/Representative	
		Date _____	