PURCHASE ORDER

Supplier	:	CROWN PAPER & STATIONER	Purchase Order No. :	104-17EP		
Address	:	ILIGAN CITY	Date :	The state of the s		
Tel/Fax	:		Terms of Payment :	18-Oct-17		
PR No.	:	E155-17	M. I. CD	V. 1. CB		
Date		8/24/2017	Wode of Procuremen:	Mode of Procuremen: LOCAL SHOPPING		

Please deliver to this Office within seven (7) working days from receipt hereof the following:

NO.	QTY.	UNIT	ITEM DESCRIPTION	UNIT PRICE	TOTAL AMOUN
	100	pcs	Ballpoint pen, Green	6.50	650.00
	18	roll	Transparent tape, 1" Armak	15.00	270.00
	3	pcs	Stapler w/ remover , H.D. no. 35	275.00	825.00
	15	box	Binder clip, medium size	42.00	630.00
	10	box	Binder clip, large size	90.00	900.00
	4	pcs	Cash book 103 & 104	350.00	1,400.00
	20	pcs	Folder metal ring binder, long 2 hole arc	175.00	3,500.00
	1	pc	Box sorting, 10x12x15	550.00	550.00
	2	pcs	Marker Black	35.00	70.00
	160	pcs	Folder pressboard, letter	18.50	
	- 4	pad	Stick-on note pad, 2x2	15.00	2,960.00
	2	box	Envelope brown, mailing window type	395.00	
			XXXXXNOTHING FOLLOWSXXXXXXXXX	393.00	790.00
			ТОТАЬ		12,605.00

by:

TOTAL	12,605.00
Conditions:	12,605.00
 The Agency shall impose penalty in an amount equivalent to 1/10 of or the delay as liquidated damages. Render your bills in triplicate copies including the original. 	ne (1) percent of the total value of undelivered order for each day of
. If the date of the receipt of the Purchase Order by the dealer is not indicate of the approval of the Purchase Order.	
 For imported items, IMPORTATION DOCUMENTS specifically show ax receipts, should be submitted by the supplier 	ving the condition, serial numbers of the equipment purchased, and
unds available in the amount of:	Very truly yours,
SORAYAH M. SHARIEF-TABAO Head, Fund Management Section	ALIANODEN A. MACARIMBANO Chief, Management Services Division
Approved:	
Atty. KHALIQUZZAMA Regiona	M. MACABATO, CPA, CSEE Il Vice-President
eceived this P.O. Copy on:	Conform:

Conform: