

PURCHASE ORDER

Name : CROWN PAPER AND STATIONER
 Address : Iligan City
 Tel/Fax : _____
 PR No. : 319-17
 Date : 12/20/2017

Purchase Order No. :
 Date : 06 FEB 2018
 Terms of Payment :
 Mode of Procurement : NP/SVP

[illegible][illegible]

Conditions:

- Conditions:**
1. The Agency shall impose penalty in an amount equivalent to 1/10 of one (1) 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 the receipt of the Purchase Order by the dealer is not indicated, it shall be deemed received on the 10th working day from the date of the approval of the Purchase Order.
 4. For imported items, IMPORTATION DOCUMENTS specifically showing the condition, serial numbers of the equipment purchased, and tax receipts, should be submitted by the supplier
- Very truly yours,

Funds available in the amount of: 896.75

Very truly yours,

SORAYAH M. SHARIEF-TABAO
Head, Fund Management Section

Approved:

Atty. KHALIOUZZAMAN M. MACABATO, CPA, CSEE
Regional Vice-President

ALLANODEN A. MACARIMBA
Chief, Management Services Division

Conform:

Received this P.O. Copy on: _____
by: _____

Name and Signature of _____