

PURCHASE ORDER

Supplier : CROWN PAPER AND STATIONER
Address : Iligan City
Tel/Fax : _____
PR No. : 038-18 / 167-18
Date : 1/16/2018 / Feb 1, 2018

Purchase Order No. : 18-046
Date : 5-22-2018
Terms of Payment : _____
Mode of Procurement : 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 AMOUNT
1	20	units	Gang Chair made of Stainless Steel with leather cushion	8,750.00	175,000.00
		4 seaters	overall size: 71.5 inch (Wide) x 25 inch (Depth) x 31.5 inch		
			(H) Detail size: Seat wide 66 inch (20.5 inch per seat) Seat		
			depth 17.5 inch, Seat height 17.5 inch, Armrest height 22.4 inch		
			3-4 seat with PU leather cushion, in color 3-4 seat bench w/		
			arm rest 1.3mm thickness perforated cold rolled steel, powder		
			coated 1.2mm thickness cold rolled steel, chromed, cross secti		
			on (40x80mm), 2.0mm steel tube, powder coated: stainless steel		
			construction stylish, economical and durable, built to stand up		
			to the heavy use of busy office or outside environment		
	2	units	Gang Chair made of Stainless Steel with leather cushion	9,750.00	19,500.00
		5 seaters	overall size: 71.5 inch (Wide) x 25 inch (Depth) x 31.5 inch		
			(H) Detail size: Seat wide 66 inch (20.5 inch per seat) Seat		
			depth 17.5 inch, Seat height 17.5 inch, Armrest height 22.4 inch		
			3-4 seat with PU leather cushion, in color 3-4 seat bench w/		
			arm rest 1.3mm thickness perforated cold rolled steel, powder		
			coated 1.2mm thickness cold rolled steel, chromed, cross secti		
			on (40x80mm), 2.0mm steel tube, powder coated: stainless steel		
			construction stylish, economical and durable, built to stand up		
			to the heavy use of busy office or outside environment		
			xxxxxxx nothing follows xxxxxxx		
TOTAL					194,500.00

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

Funds available in the amount of: 194,500.00

Very truly yours,

SORAYAH M. SHARIEF-TABAO
Head, Fund Management Section

Approved:

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

ALLANODEN A. MACARIMBANG
Chief, Management Services Division