upplier	:	/		ER & STATIONER	Purchase Order No. :	18-359
ddress	:	ILIC	GAN CIT	Y	Date :	
el/Fax	:				Terms of Payment :	22-Oct-18
R No.	:	179-	18			
ate	: .	2/8/2	018		Mode of Procuremen:	local shopping
ease deliv	ver to	this C	office with	nin seven (7) working days from receipt hereof the following		
NO.	QT		UNIT	ITEM DESCRIPTION	UNIT PRICE TO	OTAL AMOY
1	4	1	PAD	STICK ON NOTE PAD 2"X2"	12.50	
3	10	1	PCS	BALLPOINT PEN Fine point, Blue (UNI)	6050	50.
				XXXXXXNOTHING FOLLOWSXXXXXXXXXX	XXXX	

## **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.
- Render your bills in triplicate copies including the original.
   If the date of the receipt of the Purchase Order Letter Including the original.

date of the approval of the Purchase Order by the dealer is not in date of the approval of the Purchase Order.  4. For imported items, IMPORTATION DOCUMENTS specifically sh tax receipts, should be submitted by the supplier	idicated, it shall be deemed received on the 10th working day from the nowing the condition, serial numbers of the equipment purchased, and
Funds available in the amount of:	Very truly yours,
SORAYAH M. SHARIEF-TABAO Head, Fund Management Section	ALLANODEN A. MACARIMBANG Chief, Management Services Division
Approved:	Jun Detu
Ac g Regi	onal Vice President
by:	Conform: