Supplier	:	CROWN PAPER & STATIONER	Purchase Order No
Address	:	ILIGAN CITY	Date : 1 2 DEC 20
Tel/Fax	:		Terms of Payment :
PR No.	:	BLHIO-037-18	Mode of Procuremen: local shopping
Date	:	6/21/2018	
Please deli	ver t	o this Office within seven (7) working days from receipt hereof the following:	

NO.	QTY.	UNIT	ITEM DESCRIPTION	UNIT PRICE	TOTAL AMOUN
1	25/	PC	BALLPOINT PEN, Fine point, Black, DIGNO SELFY	6.50	162.50
2	21/	PC	BALLPOINT PEN, Fine point, Blue, DIGNO SELFY	6.50	136.50
3	6	BOX	BINDER CLIP, Medium size, JOY	66.00	396.00
4	5/	BOX	BINDER CLIP, Large size, JOY	90.00	450.00
			xxxxxNOTHING FOLLOWSxxxxxxxxxx		
			A. M.		

## **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.

1,145.00

Name and Signature of

TOTAL

- 2. Render your bills in triplicate copies including the original.
- 3. d
- 4 ta

and the state of t	
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 th	e condition, serial numbers of the equipment purchased, and
tax receipts, should be submitted by the supplier	
Funds available in the amount of:	Varietinikerrania
runds available in the amount of	Very truly yours,
+91	position
SORAYAH M. SHARIEF-TABAO	ALLANODEN A. MACARIMBANG
Head, Fund Management Section	Chief, Management Services Division
Approved:	
A. day Regional Management of the state of t	Vice President
Received this P.O. Copy on:	Conform:
by:	