PURCHASE ORDER

Supplier : KIM GUAN
Address : ILIGAN CITY
Tel/Fax :
PR No. : 159-19
Date : 3/4/2019

Purchase Order No. : 19-126
Date : 5-10-2019
Terms of Payment :
Mode of Procurement : Local Shopping ~~NP/SVP~~

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	40	rms	PAPER BOND Multicopy,80gsm A4,210mm x 297mm,	185.00	7,400.00
			XXXXX NOTHING FOLLOWS XXXXX		
T O T A L					**7,400.00**

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: ₱ 7,400 –.

ASLINAH D. ASHARY
Head, Fund Management Section

Very truly yours,

5/14

ALLANODEN A. MACARIMBANG
Chief, Management Services Division

Approved:

Dr. SAINUDDIN M. MOTI
Acting Regional Vice-President

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

Conform:

Mae Monasis
Name and Signature of
Supplier/Representative