

Purchase Order No. : 14-225
Date : July 24, 2019
Terms of Payment : Local Shopping
Mode of Procurement : NP/STP

NO.	QTY.	UNIT	ITEM DESCRIPTION	UNIT PRICE	TOTAL AMOUNT
1	8	packet	BATTERY ALKALINE,9 volts	/ 95.00	760.00
2	10	pads	POST-IT FLAG, Small	/ 35.00	350.00
		✓	XXXX NOTHING FOLLOWS XXXXXX	✓	✓
T O T A L					(110. ✓)

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,

ALLANODEN A. MACARIMBANG
Chief, Management Services Division

Approved:

ATTY. KHALIQUZZAMAN M. MACABATO, CPA, CSE
REGIONAL VICE-PRESIDENT

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

Conform:

Name and Signature of
Supplier/Representative