Supplier		CROWN PAPER AND STATIONER	Purchase Order No. : .
		ILIGAN CITY	Date : USVX
Address		Eldaverr	Terms of Payment :
Tel/Fax	:		Mode of Procurement:
PR No.	:	276-19	
Date	:	6/19/2019	

Please deliver to this Office within seven (7) working days from receipt hereof the following:

· · · ·	OTY	HAIT	ITEM DESCRIPTION	UNIT PRICE	TOTAL AMOUN
VO.	QTY.	UNIT	SIGN PEN BLUE 0.7, GEL TYPE, My 4.1	25.00	1,000.00
1	40	pcs /	BALLPOINT PEN BLUE, FINE POINT, Titus	6.50	143.00
2	22	pcs -	BALLPOINT PEN BEUE, FINE POINT Tibes	6.50	143.00
3	22	pcs /	BALLPOINT PEN BLACK, FINE POINT, Titys	W	H
4	2	box		58.50	468.00
5	8	pcs	RECORD BOOK, 300 pages	39.50	118.50
6	3	pcs	MOIST PAD	39.30	110.50
			XXXXX NOTHING FOLLOWS XXXXXXX		
			- 0 m 4 V		10220
			TOTAL		10 00

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.

date of the approval of the Purchase Order. 4. For imported items, IMPORTATION DOCUMENTS specifically showing the contact the specifical showing the contact the specifical showing the contact the specifical showing the specifica	ndition serial numbers of the equipment purchased, and
4. For imported items, IMPORTATION DOCUMENTS specifically showing the con	indicion, serial names -
tax receipts, should be submitted by the supplier	
Funds available in the amount of:	Very truly yours,
ASLINAH D. ASHARY Head, Fund Management Section	ALLANODEN A. MACARIMBANG Chief, Management Services Division
Approved: Atty. KHALIQUEZAMAN M. MAG Regional Vice-Pres	CABATO, CPA, CSEE
Received this P.O. Copy on:	Conform:

Name and Signature of Supplier/Representative