

Purchase Order No. : 19-482

Date : 11/13/2019

Terms of Payment : \_\_\_\_\_

Mode of Procurement : \_\_\_\_\_

NP/SVP

NO.	QTY.	UNIT	ITEM DESCRIPTION	UNIT PRICE	TOTAL AMOUNT
1	5	pcs	DATA FILE BOX,Closed ends with finger ring & pocket	120.00	600.00
2	5	pcs	MARKER PERMANENT PEN,Black broad tip,non toxic	35.00	175.00
3	5	pcs	MARKER PERMANENT PEN,Blue broad tip,non toxic	35.00	175.00
<b>T O T A L</b>					<b>950.00</b>

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

**ALLANODEN A. MACARIMBANG**  
Chief, Management Services Division

Atty. Khaliguzaman M. Macabato, CPA, CSEE  
Regional Vice President

Name and Signature of  
Supplier/Representative