Supplier : TRAIL OF GARMENTS MANUFACTURER
Address : ILIGAN CITY
Tel/Fax :
PR No. : 557-19
Date : 12/9/2019

Purchase Order No. : 19-522
Date : 12-17-2019
Terms of Payment :
Mode of Procurement : 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	200	pcs	CORPORATE T-SHIRT (See attached lay-out)	550.00	110,000.00
			XXXXX NOTHING FOLLOWS XXXXXXX		
TOTAL					**110,000.00**

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: ₱ 110,000-.

Very truly yours,

ASLINAH D. ASHARY
Head, Fund Management Section

PPM
mktg

ALLANODEN A. MACARIMBANG
Chief, Management Services Division

Approved:

12/27
Atty. Khaliquzzaman M. Macabato, CPA, CSEE
Regional Vice-President

Received this P.O. Copy on: JAN. 21, 2020
by: 221-2187 09661621161

Conform:

SALLY MONDEJAR
Name and Signature of
Supplier/Representative