

## PURCHASE ORDER

Supplier : KIMGUAN EDUCATIONAL &  
SPORTSMaster INC.  
Address : ILIGAN CITY  
Tel/Fax :  
PR No. : GSU-075-2021  
Date : 6/29/2021

Purchase Order No. : 2021-115  
Date : 6-Aug-21  
Terms of Payment :  
Mode of Procurement : LOCAL SHOPPING

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	5	pcs	CALCULATOR Desktop, compact, electronic, LCD display, 12 digits, two-way power source <b>CASIO</b>	595.00	2,975.00
2	40	pcs	CORRECTION TAPE disposable <b>JOY</b>	25.00	1,000.00
3	1	box	ENVELOPE EXPANDING KRAFT board, for legal size	1,150.00	1,150.00
4	48	box	FASTENER METAL AND PLASTIC combination, 2 pc-clip, 70MM, 50 sets/box	30.00	1,440.00
5	3	pack	FOLDER TAGBOARD, for legal size	395.00	1,185.00
6	6	bottle	GLUE 130 grams	42.50	255.00
7	15	set	MARKER FLOURESCENT, flat, assorted colors, 3 pcs/set	100.00	1,500.00
8	10	pcs	MARKER PERMANENT PEN, Black, broad tip, non-toxic, <b>PILOT</b>	38.00	380.00
9	10	pcs	MARKER PERMANENT PEN, Blue, broad tip, non-toxic, <b>PILOT</b>	38.00	380.00
10	10	pcs	MARKER PERMANENT PEN, Red, broad tip, non-toxic non-toxic, <b>PILOT</b>	38.00	380.00
11	6	box	PENCIL Lead with eraser, medium size, wood case, hardness: HB or 2 <b>MONGOL</b>	93.00	558.00
12	5	box	RUBBER BAND Size-18, transparent, approx. 445 g./box	195.00	975.00
<b>T O T A L</b>					<b>12,178.00</b>

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## 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: P 12,178.-

Very truly yours,

ASLINAH D. ASHARY  
Head, Fund Management Section

ALLANODEN A. MACARIMBANG  
Chief, Management Services Division

Approved:

DATU MASIDING M. ALONTO, JR.  
Regional Vice-President

Received this P.O. Copy on: \_\_\_\_\_  
by: \_\_\_\_\_

Conform:

Name and Signature of  
Supplier/Representative

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