

PURCHASE ORDER

Supplier : IVORY PRINTING & PUBLISHING
HOUSE
 Address : ILIGAN CITY
 Tel/Fax : _____
 PR No. : PAU-004-2023
 Date : 2/8/2023

Purchase Order : 2123-024
 Date : 2/17/2023
 Terms of Paymer : _____
 Mode of Procure : 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	20,000	pcs	HIJRAH CALENDAR, Glossy type (Ramadhan Calendar)	4.00	80,000.00
			xxxxxx nothing follows xxxxxxxx		
			Offer: 8 x 5' x 14", 2s 80/ Glossy paper, Full color		
			(See attached sample lay-out)		
T O T A L					80,000.00

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: P 80,000 -

ASLINAH D. ASHARY
 Head, Fund Management Section

Approved:

DATU MASIDING M. ALONTO, JR.
 Regional Vice President

Very truly yours,

ALLANODEN A. MACARIMBANG
 Chief, Management Services Division

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

Conform:

MATZINIA T. ORAUNA
 Name and Signature of