

PURCHASE ORDER

Supplier : CROWN PAPER AND STATIONERIES
Address : ILIGAN CITY
Tel/Fax :
PR No. : GSU-048-2023
Date : 2/3/2023

Purchase Order : 2023-021
Date : 2/15/2023
Terms of Payment :
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	8	UNIT	CHAIR CONFERENCE CHAIR, Ergonomic designed chairs and armrest,lockable rocking/tilting and adjustable seat eight using gas lift mechanism with atleast 50mm,Thick seat cushion made up of mesh fabric,5 pronged nylon base on heavy duty welded,can swivel 360 degrees,meets ANSI/BIFMA X5.1-2011 (American National Standard for Office furnishing aC General purpose office chair) Overall height,35aC;seat size,19 w x 16' d, back size,19 w x 20 h, seat height, 15aC	7,895.00	63,160.00
			xxxxx nothing follows xxxxx		
			Offer: Series # H901 (See attached picture)		
TOTAL					63,160.00

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: 63,160.00

Very truly yours,

ASLINAH D. ASHARY
Head, Fund Management Section

ALLAN ODEN A. MACARIMBANG
Chief, Management Services Division

Approved:

DATU MASIDING M. ALONTO, JR.
Regional Vice President

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

Conform: _____

