



## PURCHASE ORDER

<b>Supplier:</b> <u>PRIME DIGITAL PRINT CENTER</u> <b>Address:</b> <u>Panganiban Drive, Naga City</u> <b>TIN :</b> <u>192-763-918-000</u>	<b>P.O. No. :</b> <u>2018-12-0389</u> <b>Date :</b> <u>12-28-18</u> <b>Mode of Procurement:</b> <u>Negotiated-53.9</u> <span style="float: right;"><b>Small Value Procurement</b></span>
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**Gentlemen:**  
 Please furnish this office the following articles subject to the terms and conditions contained herein:

<b>Place of Delivery:</b> <u>CSPC, Supply and Property Office</u> <b>Date of Delivery :</b> <u>15 days after the receipt of Purchase Order</u>	<b>Delivery Term:</b> <u>15 days</u> <b>Payment Term:</b> <u>Upon delivery and inspection</u>
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Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	pcs	8 Sheets Stand Calendar	100	300.00	30,000.00
		- Materials in Sheet : C28# 160			
		- Hard Paper (Glossy)			
		- Full Spring			
		- Hard Stand			
- Procurement of 2019 Stand Calendar for the College -					

<b>(Total Amount in Words)</b> <u>Thirty Thousand Pesos Only</u>	<b>₱ 30,000.00</b>
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In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed on the undelivered item/s.

**Conforme :**

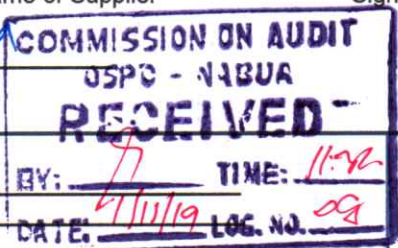
**Very truly yours,**

PRIME DIGITAL PRINT CENTER  
 Signature over Printed Name of Supplier

DR. DULCE F. ATIAN  
 Signature over Printed Name of Authorized Official

1/10/19  
 Date

SUC President III  
 Designation



**Fund Cluster :** 01  
**Funds Available :** 30000.00

**ORS/BURS No. :** MOOE-19-01-05  
**Date of the ORS/BURS:** 1-9-19  
**Amount :** 30,000.00

MARIA FRANCIA S. ABACA  
 Signature over Printed Name of Chief Accountant/  
 Head of Accounting Division/Unit