



RECEIVED
 OFFICE OF THE PRESIDENT
 Camarines Sur Polytechnic Colleges
 Date: _____
 Received by: _____

CSPC-F-PROC-27

PURCHASE ORDER

Supplier: UPGRADE CENTRAL
 Address: Elias Angeles St., Brgy. Dinaga, Naga City

P.O. No. 010 s. 2018
 Date: 1-8-18
 Mode of Procurement: Negotiated

Gentlemen:
 Please furnish this office the following articles subject to the terms and conditions contained herein:

Place of Delivery: CSPC, Supply and Property Office
 Date of Delivery: 15 days after the receipt of Purchase Order

Delivery Term: 15 days
 Payment Term: upon delivery and inspection

Item No.	Unit	Qty.	ARTICLES/SPECIFICATION	Unit Cost	Amount
1	pc	1	500Gb Internal Hard Drive (WD) <i>Semi-Exp. ECT</i>	2,325.00	2,325.00
<div style="border: 2px solid black; padding: 5px; width: fit-content; margin: auto;"> <p style="margin: 0;">COMMISSION ON AUDIT</p> <p style="margin: 0;">OSPO - NABUA</p> <p style="margin: 0; font-size: 1.2em;">RECEIVED</p> <p style="margin: 0;">BY: <u>[Signature]</u> TIME: <u>9:05</u></p> <p style="margin: 0;">DATE: <u>2/21/18</u> LOG. NO. <u>057</u></p> </div>					
- Procurement of 500GB Internal Hard Drive -					

(Amount in Words) Two Thousand Three Hundred Twenty-Five Pesos Only 2,325.00

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.

Conforme:

UPGRADE CENTRAL
 (Signature over printed name)

February 19, 2018
 (Date)

Very truly yours,

DR. DULCET P. ATIEN
 (Authorized Official)

Requisitioning Office/Dept. <u>MARITES A. BERMAL</u> Procurement Officer	Funds Available: <u>HAZEL V. PAGUIO</u> Accountant III <div style="text-align: center; font-size: 1.5em; color: blue;">FEB 14 2018</div>	Amount: _____ ALOBS No. _____
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