



OFFICE OF THE PRESIDENT  
 CAMARINES SUR POLYTECHNIC COLLEGES  
**RECEIVED**  
 CSPC-F-PROC-27  
 BY: [Signature]  
 DATE: \_\_\_\_\_ TIME: \_\_\_\_\_

## PURCHASE ORDER

Supplier: <u>LUCENA ELECTRICAL SUPPLY</u> Address: <u>San Roque, Iriga City</u> TIN : <u>124-178-414-000</u>	P.O. No. : <u>2018-10-0301</u> Date : <u>10-10-18</u> Mode of Procurement: <u>Negotiated-53.9</u> Small Value Procurement
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Gentlemen:  
 Please furnish this office the following articles subject to the terms and conditions contained herein:

Place of Delivery: <u>CSPC, Supply and Property Office</u> Date of Delivery : <u>15 days after the receipt of Purchase Order</u>	Delivery Term: <u>15 days</u> Payment Term: <u>Upon delivery and inspection</u>
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Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
1		Autocad Plotting (2019 Projects)			
	sheets	• Improvement of Various CSPC Bldg.	110	25.00	2,750.00
	sheets	• Expansion of Student Athletic Ground	40	25.00	1,000.00
	sheets	• Improvement of Academic Building Facade	30	25.00	750.00
	sheets	• Improvement of Covered Walk	60	25.00	1,500.00
	sheets	• Additional Electrical Post Along Driveways of School Building	20	25.00	500.00
	sheets	• Improvement of Pearl Park	30	25.00	750.00

- Procurement of Blue Printing for the Different Infrastructure Project of the College (Bidding Purpose) -

(Total Amount in Word) <u>Seven Thousand Two Hundred Fifty Pesos Only</u>	<b>₱ 7,250.00</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,

[Signature]  
**LUCENA ELECTRICAL SUPPLY**  
 Signature over Printed Name of Supplier  
10/16/18  
 Date

[Signature]  
**DR. DULCE F. ATIAN**  
 Signature over Printed Name of Authorized Official  
 SUC President III  
 Designation

RECEIVED ON AUDIT  
 CSPC - NABUA  
**RECEIVED**  
 BY: [Signature] TIME: 1:05  
 DATE: 10/19/18 LOG. NO. 292

Fund Cluster : 05  
 Funds Available : 7,250

ORS/BURS No. : 401-12/10-485  
 Date of the ORS/BURS: 10/11/18  
 Amount : 7,250.00

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

OCT 15 2018