



PURCHASE ORDER

Supplier: <u>BONING'S TRADING</u> Address: <u>36-38 General Luna St., Naga City</u> TIN : <u>106-089-021-000</u>	P.O. No. : <u>2018-09-0263</u> Date : <u>09-5-18</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 (FOB Destination)</u> Payment Term: <u>Upon delivery and inspection</u>
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Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
155-024C	reams	Bookpaper (Long)	20	209.98	4,199.60
		<i>Other Supplier Inquiry</i>			

- Procurement of Bookpaper for the Preparation of ISA Documents -

(Total Amount in Word)	<i>Four Thousand One Hundred Ninety-Nine Pesos & 60/100</i>	₱ 4,199.60
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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 :

[Signature]
SUCANITA SIA
 General Manager
 Boning's Trading

Very truly yours,

[Signature]
DR. DULCE F. ATIAN

Signature over Printed Name of Supplier

Signature over Printed Name of Authorized Official

09/05/18
 Date

SUC President III
 Designation

Fund Cluster : 01
Funds Available : 4,199.60

[Stamp: PERMISSION ON AUDIT]
 BY: [Signature] 4,052
 DATE: 9/24/18 LOG. NO. 263

ORS/BURS No. : H006-18-09-1154
Date of the ORS/BURS: 9/6/18
Amount : ₱ 4,199.60

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

SEP 07 2018