



**OFFICE OF THE PRESIDENT**  
**CAMARINES SUR POLYTECHNIC COLLEGES**  
**RECEIVED**  
 BY: \_\_\_\_\_  
 DATE: \_\_\_\_\_ TIME: \_\_\_\_\_

CSPC-PROC-27

**PURCHASE ORDER**

Supplier: **3GX COMPUTERS & I.T SOLUTIONS TECHNOSHOP** P.O. No. : **2018-10-0310**  
 Address: **Elias Angeles St., Naga City** Date : **10-10-18**  
 TIN : **196-648-486-000** Mode of Procurement: **Negotiated-53.9**  
**Small Value Procurement**

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

Place of Delivery: **CSPC, Supply and Property Office** Delivery Term: **15 days (FOB Destination)**  
 Date of Delivery : **15 days after the receipt of Purchase Order** Payment Term: **Upon delivery and inspection**

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
00-00-18-OE	unit	Clerical Chair with Armrest w/ gaslift color/ fabric	1	2,214.00	2,214.00

- Procurement of Clerical Chair for Accreditation Office -

(Total Amount in Word) **Two Thousand Two Hundred Fourteen Pesos Only** **₱ 2,214.00**

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 on the undelivered item/s.

Conforme :   
**3GX COMPUTERS & I.T SOLUTIONS TECHNOSHOP**  
 Signature over Printed Name of Supplier

Very truly yours,  
  
**DR. DULCE F. ATIAN**  
 Signature over Printed Name of Authorized Official

**10-16-18**  
 Date

**COMMISSION ON AUDIT**  
**OSPC - NABUA**  
**RECEIVED**  
 BY: **9** TIME: **1:05**  
 DATE: **10/19/18** LOG. NO. **301**

**SUC President III**  
 Designation

Fund Cluster : **01**  
 Funds Available : **2,214-**

ORS/BURS No. : **CO-18-10-1255**  
 Date of the ORS/BURS: **10/10/18**  
 Amount : **2,214.00**

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

**OCT 15 2018**