

# PURCHASE ORDER

Supplier: SILICON VALLEY COMPUTER GROUP PHILIPPINES, INC.  
 Address: 3<sup>rd</sup> Flr. Robinson, Almeda Highway, Roxas Ave, Brgy. Triangulo, Naga  
 TIN : 000-360-191-042

P.O. No. : 2018-08-0237  
 Date : 08-15-18  
 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  
 Date of Delivery : 15 days after the receipt of Purchase Order

Delivery Term: 15 days (FOB Destination)  
 Payment Term: Upon delivery and inspection

Stock/Property No.	Unit	Description	Quantity	Unit Cost	Amount
		EPSON L220 Ink			
155-2910	pcs	Black	9	245.00	2,205.00
155-291Q	pcs	Magenta	10	245.00	2,450.00
155-291P	pcs	Cyan	10	245.00	2,450.00
155-291R	pcs	Yellow	10	245.00	2,450.00

*office supplies entry*

- Procurement of Ink for Accreditation Office use -

(Total Amount in Word) Nine Thousand Five Hundred Fifty-Five Pesos Only **₱ 9,555.00**

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 : *Annette Arcalaz*

Very truly yours,

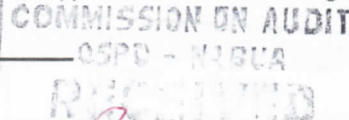
**SILICON VALLEY COMPUTER GROUP PHILIPPINES, INC.**

**DR. DULCE F. ATIAN**

Signature over Printed Name of Supplier

Signature over Printed Name of Authorized Official

8/23/18  
Date



SUC President II  
Designation

Fund Cluster : 01  
 Funds Available : ₱ 9,555.00

BY: *[Signature]* TIME: 9:15Z  
 DATE: 8/28/18 LOG. NO. 240

ORS/BURS No. : 400E-18-08-1039  
 Date of the ORS/BURS: 8/16/18  
 Amount : ₱ 9,555.00

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

**AUG 17 2018**