



OFFICE OF THE PRESIDENT
CAMARINES SUR POLYTECHNIC COLLEGES
RECEIVED
 BY: [Signature]
 DATE: _____ TIME: _____

CSPC-F-PROC-27

PURCHASE ORDER

Supplier: BODEGA GLASSWARE Address: 75 Prieto & Abella St., Naga City TIN : 102-708-057-000	P.O. No. : 2018-10-0304 Date : 10-10-18 Mode of Procurement: Negotiated-53.9 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: 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
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Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
00-00-18-OE	unit	Executive Swivel Chair	1	5,969.00	5,969.00

- Procurement of Executive Swivel Chair for Registrar's Office -

(Total Amount in Words) Five Thousand Nine Hundred Sixty-Nine Pesos Only	₱ 5,969.00
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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]
BODEGA GLASSWARE
 Signature over Printed Name of Supplier

[Signature]
DR. DULCE F. ATIAN
 Signature over Printed Name of Authorized Official

10-10-18
 Date

SUC President III
 Designation

COMMISSION ON AUDIT
 OSGD - NABUA
RECEIVED
 BY: [Signature] TIME: 1:05
 DATE: 10/17/18 LOG. NO. 2018

Fund Cluster : 01
 Funds Available : 5,969-

ORS/BURS No. : CO-18-10-1262
 Date of the ORS/BURS: 10-10-18
 Amount : 5,969.00

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

OCT 15 2018