



**OFFICE OF THE PRESIDENT**  
**CAMARINES SUR POLYTECHNIC COLLEGES**  
**RECEIVED**  
 8-9-18  
 GSPC-F-PROC-27  
 DATE: \_\_\_\_\_

## PURCHASE ORDER

<b>Supplier:</b> <u>3GX COMPUTERS &amp; I.T SOLUTIONS TECHNOSHOP</u> <b>Address:</b> <u>Elias Angeles St., Naga City</u> <b>TIN :</b> <u>196-648-486-000</u>	<b>P.O. No. :</b> <u>2018-08-0224</u> <b>Date :</b> <u>08-09-18</u> <b>Mode of Procurement:</b> <u>Negotiated-53.9</u> <span style="float: right;"><b>Small Value Procurement</b></span>
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**Gentlemen:**  
 Please furnish this office the following articles subject to the terms and conditions contained herein:

<b>Place of Delivery:</b> <u>CSPC, Supply and Property Office</u> <b>Date of Delivery :</b> <u>15 days after the receipt of Purchase Order</u>	<b>Delivery Term:</b> <u>15 days (FOB Destination)</u> <b>Payment Term:</b> <u>Upon delivery and inspection</u>
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Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	pcs	EPSON #664 (Black)	10	245.00	2,450.00
2	pcs	EPSON #664 (Cyan)	10	245.00	2,450.00
3	pcs	EPSON #664 (Yellow)	10	245.00	2,450.00
4	pcs	EPSON #664 (Magenta)	10	245.00	2,450.00
		<i>office supplies Entry</i>			
- Procurement of Ink for the Consolidation of the Budgetary Requirements of Budget Office -					
<b>(Total Amount in Word)</b> <i>Nine Thousand Eight Hundred Pesos Only</i>					<b>₱ 9,800.00</b>

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,

**3GX COMPUTERS & I.T SOLUTIONS TECHNOSHOP**

**DR. DULCE F. ATIAN**

Signature over Printed Name of Supplier

Signature over Printed Name of Authorized Official

*[Signature]*  
 8/14/18  
 Date

SUC President II  
 Designation

Fund Cluster :

Funds Available :

COMMISSION ON AUDIT  
 NABUA - NABUA  
**RECEIVED**  
 8/17/18

ORS/BURS No. : mdoe-18-08-996

Date of the ORS/BURS: 8-9-18

Amount : 9,800 -

**MARIA FRANCIA S. ABACA**

Signature over Printed Name of Chief Accountant/  
 Head of Accounting Division/Unit

**AUG 10 2018**