



## PURCHASE ORDER

**Supplier:** UPGRADE CENTRAL TRADING  
**Address:** Elias Angeles St., Naga City  
**TIN :** 926-304-356-000

**P.O. No. :** 2018-12-0375  
**Date :** 12-04-18  
**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
00-00-18-ICT	set	Dekstop Computer (Intel Celeron J3455)	1	19,050.00	19,050.00

- Procurement of Materials for AVR Improvement for Library use -

**(Total Amount in Word)** *Nineteen Thousand Fifty Pesos Only* **₱ 19,050.00**

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 :**

**Very truly yours,**

  
**UPGRADE CENTRAL TRADING**  
 Signature over Printed Name of Supplier

  
**DR. DULCE F. ATIEN**  
 Signature over Printed Name of Authorized Official

12-17-18  
 Date

SUC President III  
 Designation

**COMMISSION ON AUDIT**  
**CSPC - NABUA**  
**RECEIVED**

BY: [Signature] TIME: 12:53  
 DATE: 12/20/18 LOG. NO. 357

**Fund Cluster :** 01  
**Funds Available :** 19,050.00

**ORS/BURS No. :** CO-18-12-1378  
**Date of the ORS/BURS:** 12/4/18  
**Amount :** 19,050.00

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