



PURCHASE ORDER

Supplier: **BONING'S TRADING** P.O. No. : **2018-11-0361**
 Address: **36-38 General Luna St., Naga City** Date : **11-12-18**
 TIN : **106-089-021-000** 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
155-009	pcs	Ballpen, black or its equivalent	100	4.39	439.00
155-011	pcs	Ballpen, blue or its equivalent	400	4.39	1,756.00
155-024C	reams	Bookpaper, subs. 20 (long) 70 gsm	300	208.99	62,697.00
155-024D	reams	Bookpaper, subs. 20 (short) 70 gsm	300	176.99	53,097.00
155-025	reams	Bondpaper, subs. 20 (short) 70 gsm	300	166.99	50,097.00
155-026	reams	Bondpaper, subs. 20 (long) 70 gsm	400	188.79	75,516.00
155-233C	pcs	Signpen, blue or its equivalent	400	18.49	7,396.00

- Procurement of Office Supplies (Fast Moving Supplies) for the College -

(Total Amount in Word) **Two Hundred Fifty Thousand Nine Hundred Ninety-Eight Pesos Only** **₱ 250,998.00**

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,

BONING'S TRADING

DR. DULCE F. ATIAN

Signature over Printed Name of Supplier

Signature over Printed Name of Authorized Official

12-27-18
Date

SUC President III
Designation

Fund Cluster : 05
 Funds Available : 20,998.00



ORS/BURS No. : 401-18-11-002
 Date of the ORS/BURS: 11/13/2018

Amount : 250,998.00

MARIA FRANCIA S. ABACA

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