



PURCHASE ORDER

Supplier: <u>S.F CASTRO ARTS & FRAMES</u> Address: <u>#932 Panganiban Drive, Dinaga, Naga City</u> TIN : <u>114-080-369-000</u>	P.O. No. : <u>2018-06-0187a</u> Date : <u>06-15-18</u> Mode of Procurement: <u>Negotiated-53.9</u> <b style="text-align: right;">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: <u>CSPC, Supply and Property Office</u> Date of Delivery : <u>15 days after the receipt of Purchase Order</u>	Delivery Term: <u>15 days (FOB Destination)</u> Payment Term: <u>Upon delivery and inspection</u>
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Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	pc	Plaque of Appreciation	1	3,000.00	3,000.00
<div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 0 auto;"> RECEIVED BY: <u>[Signature]</u> 5/15/18 DATE: <u>6/17/18</u> LOG. NO. 219 </div>					
- Procurement of Plaque of Harry Roque as Guest of Honor for the 35 th Charter Anniversary -					

(Total Amount in Word) <u>Three Thousand Pesos Only</u>	₱ 3,000.00
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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 :

S.F CASTRO ARTS & FRAMES
 Signature over Printed Name of Supplier
8/2/18
 Date

Very truly yours,

DR. DULCE F. ATIAN
 Signature over Printed Name of Authorized Official
SUC President II
 Designation

Fund Cluster : _____
Funds Available : _____

ATTY. HAZEL V. PAGUIO
 Signature over Printed Name of Chief Accountant/
 Head of Accounting Division/Unit

ORS/BURS No. : _____
Date of the ORS/BURS: _____
Amount : _____