



PURCHASE ORDER

Supplier: **ABACUS BOOK & PUBLISHING CARD CORP.**
 Address: **cbd ii Brgy. Triangulo, Naga City**
 TIN : _____

P.O. No. : **2019-05-0137**
 Date : **5-6-19**
 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: **Payment First before delivery of the item**

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
00-00-19-B-	cps	Tour Guiding Services c. 2016/Salamanca	5	325.00	1,625.00
00-00-19-B-	cps	Bread & Pastry Production c. 2016/Delos Reyes	5	220.00	1,100.00
00-00-19-B-	cps	Cookery: Technology & Livelihood c. 2016/Rondilla	5	293.00	1,465.00
00-00-19-B-	cps	Housekeeping Management c. 2016/Roldan	5	400.00	2,000.00
00-00-19-B-	cps	Principles of Teaching 2 c. 2016/Bunga	5	473.00	2,365.00
00-00-19-B-	cp	Sales Marketing and PR in Service Industry c. 2016	1	785.00	785.00

- Procurement of Reference Books for Management & Entrepreneurship Students -

(Total Amount in Word) *Nine Thousand Three Hundred Forty Pesos Only* **₱ 9,340.00**

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,

[Signature]
REGINE G. SILAVA
ABACUS BOOK & PUBLISHING CARD CORP.
 Signature over Printed Name of Supplier

[Signature]
DR. TERESITA B. SALAZAR
 Signature over Printed Name of Authorized Official

06/19/19
 Date

 OIC-CSPC
 Designation

Fund Cluster : 05
 Funds Available : ₱ 9,340.00

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

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

COMMISSION ON AUDIT
OSPC - NABUA
RECEIVED
 BY: [Signature] TIME: 8:45
 DATE: 6/21/19 LOG. NO. 163