PURCHASE ORDER

Supplier: NAGA MULTIBRAND DISTRIBUTOR
Address: San Roque, Iriga City
TIN : _____

P.O. No. : 2019-09-0224
Date : 9-02-19
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: Upon delivery and inspection

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
00-00-19-FF	set	Sofa	1	22,000.00	22,000.00
		- *Procurement of Sofa for Research Office* -			
(Total Amount in Word)		*Twenty-Two Thousand Pesos Only*			₱ 22,000.00

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 :

per: 9/6/19
NAGA MULTIBRAND DISTRIBUTOR
Signature over Printed Name of Supplier

_____
Date

Very truly yours,

CHARLITO P. CADAG, PhD
Signature over Printed Name of Authorized Official

President
Designation

Fund Cluster : 05
Funds Available : ₱ 27,M.J

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

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