



OFFICE OF THE PRESIDENT
CAMARINES SUR POLYTECHNIC COLLEGES
RECEIVED
 BY: [Signature] CSPC-F-PROC-27
 DATE: _____ TIME: _____

PURCHASE ORDER

Supplier: <u>BODEGA GLASSWARE</u> Address: <u>75 Prieto & Abella St., Naga City</u> TIN : <u>102-708-057-000</u>	P.O. No. : <u>2018-10-0303</u> Date : <u>10-10-18</u> Mode of Procurement: <u>Negotiated-53.9</u> 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</u> Payment Term: <u>Upon delivery and inspection</u>
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Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
00-00-18-OE	pcs	Swivel Chair	1	14,869.00	14,869.00

- Procurement of Swivel Chair for President's Office -

(Total Amount in Words) <u>Fourteen Thousand Eight Hundred Sixty-Nine Pesos Only</u>	₱ 14,869.00
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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 : <u>[Signature]</u> BODEGA GLASSWARE Signature over Printed Name of Supplier <u>10-10-18</u> Date	Very truly yours, <u>[Signature]</u> DR. DULCE E. ATIAN Signature over Printed Name of Authorized Official SUC President III Designation
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COMMISSION ON AUDIT
OSPO - NABUA
RECEIVED
 BY: [Signature] TIME: 1:00 PM
 DATE: 10/19/18 LOG. NO. 204

Fund Cluster : <u>01</u> Funds Available : <u>14,869.00</u>	ORS/BURS No. : <u>00-18-10-1258</u> Date of the ORS/BURS: <u>10-10-18</u> Amount : <u>14,869.00</u>
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[Signature]
MARIA FRANCIA S. ABACA
 Signature over Printed Name of Chief Accountant/
 Head of Accounting Division/Unit