



Republic of the Philippines  
**CAMARINES SUR POLYTECHNIC COLLEGES**  
 Nabua, Camarines Sur

**OFFICE OF THE PRESIDENT**  
**CAMARINES SUR POLYTECHNIC COLLEGES**  
**RECEIVED**  
 BY: \_\_\_\_\_  
 DATE: \_\_\_\_\_ TIME: \_\_\_\_\_

CSPC-F-PROC-27

## PURCHASE ORDER

Supplier: **3GX COMPUTERS & I.T SOLUTIONS TECHNOSHOP**  
 Address: **Elias Angeles St., Naga City**  
 TIN : **196-648-486-000**

P.O. No. : **2018-11-0363**  
 Date : **11-16-18**  
 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
00-00-18-ICT	units	UPS 1500VA - AWP	4	3,772.00	15,088.00
00-00-18-ICT	unit	Laptop - Acer	1	37,999.00	37,999.00
		- Intel Core i5-7th Gen. - 15.6" LED Display			
		- 4GB RAM DDR4 - Bluetooth & Wifi Ready			
		- 1TB HDD - Windows 10 (Preferably Acer)			
		- DVDRW			
- Procurement of Laptop and UPS for HRMO use -					-
<b>(Total Amount in Word)</b> <i>Fifty-Three Thousand Eighty-Seven Pesos Only</i>					<b>₱ 53,087.00</b>

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,

**3GX COMPUTERS & I.T SOLUTIONS TECHNOSHOP**

**DR. DULCE F. ATIAN**

Signature over Printed Name of Supplier

Signature over Printed Name of Authorized Official

*11-16-18*  
 Date

SUC President III  
 Designation

**COMMISSION ON AUDIT**  
**OSPC - NABUA**  
**RECEIVED**  
 BY: \_\_\_\_\_ TIME: *3:30*  
 DATE: *11/29/18* LOG. NO. *338*

Fund Cluster :

Funds Available :

*05*  
*53,087-*

ORS/BURS No. : *U01-18-11 689*  
 Date of the ORS/BURS: *11/16/2018*

Amount : *₱ 53,087.00*

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