



PURCHASE ORDER

Republic of the Philippines
UNIVERSITY OF SOUTHEASTERN PHILIPPINES
Orero Campus, Bg, Orero, Davao City

Appendix 61

Supplier: **GARNETECH COMPUTER MARKETING**
Address: **Ground floor room 100 165 B major Bldg., Bonifacio St. Poblacion Dist.**
P.O. No.: **2019-09-0780**
Date: **09/26/2019**
Mode of Procurement: **Shopping**

Gentlemen:
Please furnish this Office the following articles subject to the terms and conditions contained herein:

Stock/Property No.	Unit	Description	Quantity	Unit Cost	Amount
6	piece	Epson 003 Ink Bottle 65ml (Black)	15	200.00	3,000.00
7	piece	Epson 003 Ink Bottle 65ml (Yellow)	15	200.00	3,000.00
8	piece	Epson 003 Ink Bottle 65ml (Cyan)	15	200.00	3,000.00
9	piece	Epson 003 Ink Bottle 65ml (Magenta)	15	200.00	3,000.00
XXXXXXXXXX nothing follows XXXXXXXXXXXXX					
			Total Amount	107.14	12,000.00
			less tax 1%	1.07	
			less tax 5%	5.35	
					642.85
					11,357.15

OFFICE OF THE AUDITOR
USEP
RECEIVED BY: *Janeth*
DATE/TIME: *06T-07-2019 2:05 PM*

Eleven Thousand Three Hundred Fifty - Seven Pesos & 15/100 Centavos Only.

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: *[Signature]*
Signature over Printed Name of Supplier: **CEASAR LUBANTON**
Date: **10-9-19**

Very truly yours, *[Signature]*
Signature over Printed Name of Authorized Official: **MA. LUISA B. FAUNILLAN**
Designation: **Vice President for Administration**

Fund Cluster: **05-167**
Funds Available: _____
Signature over Printed Name of Chief Accountant/Head of Accounting: **ROLANDO B. ENRIQUEZ**
Date: **10/02/19**
Amount: **12,000-**
ORS/BURS No.: **02-206441-2019-10-2597**
Date of the ORS/BURS: **10/02/19**
Amount: **12,000-**
1/20/19 ORR 0915-000315-036