



PURCHASE ORDER

Republic of the Philippines
UNIVERSITY OF SOUTHEASTERN PHILIPPINES
Obrero Campus, Bo, Obrero, Davao City

Supplier : Copylandia Office Systems, Corp.	P.O. No. : 2020-10-0274
Address : G/F Carlos Villa Abrille Bldg., JP Laurel Ave., Davao City	Date : OCTOBER 13, 2020
TIN : 002-332-000-013 VAT	Mode of Procurement : Shopping

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

Place of Delivery : Supply and Management Unit	Delivery Term : 25 days
Date of Delivery : NOV 28, 2020	Payment Term : 15 days


Stock/Property No.	Unit	Description	Quantity	Unit Cost	Amount
4	cart	INK, CV-ink tube, for CV-3230 Risograph Machine (genuine)	3	1,335.00	4,005.00
9	cart	TONER, TN118, for Develop Ineo 226 photocopier, Original	4	3,125.00	12,500.00
		Nothing Follows			
		RO: 10			
		PR# 2020-01-2122			
		DAD: 9/11/2020			
		Fund 101 - Consolidated			

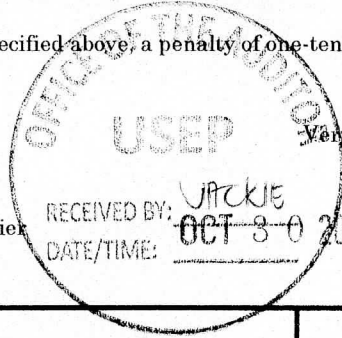
Total Amount 16,505.00
 less tax 1% 147.37
 less tax 5% 736.83
 884.20


FIFTEEN THOUSAND SIX HUNDRED TWENTY PESOS & 80/100 ONLY. 15,620.80

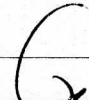
In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed on the undelivered item/s.

Conforme:


 Signature over Printed Name of Supplier
 ARLENE PALMES
 10/28/2020
 Date



Very truly yours,

 MA. LUISA B. FAUNILLAN
 Vice President for Administration

Fund Cluster: 01 - RAF
 Funds Available :

 ROLANDO F. ENRIQUEZ
 Director, Finance Division

ORS/BURS No. 0201012020-10-1069
 Date of the ORS/BURS: 10/20/2020
 Amount: 16,505.00
 10/13/20