



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

Supplier : **ANDJ BRIGHT PRINTING SERVICES**  
 Address : **1760-1D Fermeza St., Sampaloc, Metro Manila**  
 P.O. No. : **209-06-0392**  
 Date : **JUNE 20, 2019**  
 Mode of Procurement : **Shopping**  
 TIN : **262485573000**

Gentlemen:

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

Place of Delivery : **SUPPLY OFFICE**

Date of Delivery : **7/30/19**

Delivery Term : **25 days**

Payment Term : **15 days**

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
2	carts	188 ink cyan for WF-7611 (EPSON)	5	1,050.00	5,250.00
3	carts	188 ink magenta for WF-7611 (EPSON)	5	1,050.00	5,250.00
4	carts	188 ink yellow for WF-7611 (EPSON)	5	1,050.00	5,250.00
32	cart.	INK CARTRIDGE, HP Part No. CZ107AA (HP 678), BLACK	30	430.00	12,900.00
33	cart.	INK CARTRIDGE, HP Part No. CZ108AA (HP 678), TRI-COLOR	40	430.00	17,200.00
34	pieces	INK CARTRIDGE, PG-40 Black Low Yield (CANON)	10	1,100.00	11,000.00
35	pieces	INK CARTRIDGE, CL-41 Tri-color Ink Cartridge (CANON)	10	1,200.00	12,000.00
38	bottles	Refill Dye Ink for (Canon) Pixma printer (Black)	4	120.00	480.00
39	bottles	Refill Dye Ink for (Canon) Pixma printer (Magenta)	4	120.00	480.00
40	bottles	Refill Dye Ink for (Canon) Pixma printer (Cyan)	4	120.00	480.00
41	bottles	Refill Dye Ink for (Canon) Pixma printer (Yellow)	4	120.00	480.00
42	units	Refill rolls ( PC-402F) for (Brother) Fax machine FAX-878	2	400.00	800.00
44	cart.	TONER CART, CE310A, black xxx NOTHING FOLLOWSxxx	5	1,900.00	9,500.00

**OFFICE OF THE AUDITOR  
 USE**  
 RECEIVED BY: *[Signature]*  
 DATE/TIME: **JUL 16 2019**  
*9:44 PM*

Total Amount **81,070.00**  
 less tax 1% **723.80**  
 less tax 5% **3,619.20**  
**Seventy Six Thousand Seven Hundred Twenty Six Pesos & 96/100 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  
**YOSH F. ALCAVARA**  
 Date **7/20/19**

Very truly yours,  
*[Signature]*  
**MA. WISA B. FAUNILAN**  
 Vice President for Administration

Fund Cluster : **01-RAF**  
 Funds Available :

*[Signature]*  
**ROLANDO ENRIQUEZ**  
 Director Finance Division

ORs/BURS No. : **02101101019-16-00095**  
 Date of the ORs/BURS: **6/25/19**  
 Amount : **81,070.00**  
**7/21/19**