

# PURCHASE ORDER



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

Supplier : **MEG ENTERPRISE** P.O. No. : 2019-07-0487  
 Address : **#77 Bldg. 2 P1 Sandawa Rd. SIR Matina, Davao City** Date: JULY 23, 2019  
 TIN : **240-419-396-001** Mode of Procurement : Shopping

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

Place of Delivery : **UseP Sports and Cultural Center (Gymnasium)** Delivery Term : \_\_\_\_\_  
 Date of Delivery : \_\_\_\_\_ Payment Term : \_\_\_\_\_

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
	Pcs	ARCH FILE FOLDER - SIDE CLIP, Long, Red	15	175.00	2,625.00
	pcs	Cork Board, 3' x 4' feet (36" x 48" inches)w/ Aluminium Frame	2	1,485.00	2,970.00
	packs	Energizer Rechargeable, D Battery, 2pcs/Pack	8	800.00	6,400.00
	pcs	Energizer Universal Charger 4-Slot Battery Charger for 9V, AA, AAA, C, D	2	1,700.00	3,400.00
	packs	Chlorine, 1kg/pack	50	105.00	5,250.00
	pcs	Cleaning brush w/ Handle, 12inches x 3inches	15	300.00	4,500.00
	Pcs	MOPHANDLE, heavy duty, aluminum, screw type	10	450.00	4,500.00
	Pcs	MOP BUCKET, heavy duty, hard plastic	4	2,000.00	8,000.00
	pcs	Universal 36" Dust MOP REFILL	10	350.00	3,500.00
	Pcs	Glade Scented Gel	50	180.00	9,000.00
	Packs	Paper Towels	20	45.00	900.00

**OFFICE OF THE ACCOUNTS**  
**USED**  
 RECEIVED BY: Janeth  
 DATE/TIME: AUG 05 2019  
2:24 PM

Total Amount : 51,045.00  
 less tax 1% 455.76  
 less tax 5% 2,278.79  
**Forty Eight Thousand Three Hundred Ten Pesos and 45/100 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:

JERRY A. DEBOSO  
 Signature over Printed Name of Supplier  
 Date

Very truly yours,

LUISA B. FAUNILLAN  
**MA. LUISA B. FAUNILLAN**  
 Signature over Printed Name of Authorized Vice President for Administration  
 Designation

Fund Cluster : 00-BKF ORS/BURS No. 01-206441-2019 - 07-0130  
 Funds Available : \_\_\_\_\_ Date of the ORS/BURS: 7/13/19  
 Amount : 51,045.00

**ROLANDO S. ENRIQUEZ**  
 Signature over Printed Name of Chief Accountant/Head of Accounting Division/Unit 8/23

7/23/19 DEP ORS-010314-030