



Republic of the Philippines
 Department of Agriculture
Philippine Center for Postharvest Development and Mechanization
 CLSU Compound, Science City of Muñoz, Nueva Ecija
 www.philmech.gov.ph
 Telefax No. (044) 456-0287 loc. 272; Email add.: philmech.svp@gmail.com

PURCHASE ORDER

Supplier: PANDAYAN BOOKSHOP INC. **P.O. No.: R084**
 Address: Science City of Muñoz, Nueva Ecija Date: 12/10/2020
 TIN: Mode of Procurement: shopping

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

Place of Delivery: Delivery Term: for pick-up
 Date of Delivery : Payment Term: COD

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
	ream	BOOK PAPER, A4, 24/80 gsm ultra white -COPY ONE MULTI-USE RC2C-200	200	204.00	40,800.00
	box	CLIP, BACKFOLD/ BINDER, 3/4" or 19mm; all metal; 12pcs per box RC2C-15	15	12.35	185.25
	pc	CORRECTION TAPE, disposable, usable length of 6 meters, 5mm width -re-write RC2C-40	40	27.31	1,092.40
	pack	PAPER, BOARD, LETTER; 10'S -200GSM WHITE RC2C-200	200	22.56	4,512.00
	each	PEN, SIGN, BLACK -MY GEL 0.5 RC2C-200	200	20.66	4,132.00
	each	PEN, SIGN, BLUE -MY GEL 0.5 RC2C-50	50	20.66	1,033.00
	pack	STICKY FLAG, RC2C-20	20	25.18	503.60

PR No. 20-08-1-40

(Total Amount in Words) Fifty Two Thousand Two Hundred Fifty Eight pesos and 25/100 only **P 52,258.25**

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of 2,332.96 (-5%)
 one percent for every day of delay shall be imposed on the undelivered item/s. 466.59 (-1%)
 49,458.70

Conforme:

Very truly yours

JOHNSON N. DELA CRUZ

Signature over Printed Name of Supplier

Authorized Official

Date

Fund Cluster: REF
 Funds Available: _____

ORS/BURS No.: 12-10-2020-12-0501

Date of the ORS/BURS: 12/10

RONALDO SEBASTIAN R. REYES

Chief, FD

Amount: 52,258.25