



PURCHASE ORDER

Supplier : OFFICEBOX ENT.	P.O. No. : 18-11-915
Address : TIPOLO MANDAUE CITY	Date : November 27, 2018
Tel.No. : 345-3204 / 422-6203/345-3201	RC Code :
TIN : 214-859-198-000	Mode of Procurement
	Public Bidding

GENTLEMEN :
 Please furnish this office the following articles subject to the terms and conditions contained herein.

Purpose : Office Supplies for CNU Offices use
Place of Delivery : Cebu Normal University **Delivery Term :** 30 days
Date of Delivery : December 27, 2018 **Payment Term :** Through ADA from 5 to 7 days after complete delivery

Acct Code	Qty	Unit	Description	Unit Cost	Total Amount
	20	pack	Sticker paper long neongreen(20pcs/pck)non-glssy	210.00	4,200.00
	20	pack	Sticker paper long neonorange(20pcs/pck)non-glssy	210.00	4,200.00
	20	pack	Sticker paper long pink (20pcs/pck)non-glossy	210.00	4,200.00
	20	pack	Sticker paper long yellow (20pcs/pack)non-glossy	210.00	4,200.00
	20	pack	Sticker paper,short white (20pcs/pack)non-glossy	60.00	1,200.00
	20	pack	Sticker paper short green (20pcs/pack)non-glossy	185.00	3,700.00
	20	pack	Sticker paper short orange (20pcs/pack)non-glossy	185.00	3,700.00
	20	pack	Sticker paper short yellow (20pcs/pack)non-glossy	185.00	3,700.00
	20	pack	Sticker paper short pink (20pcs/pack)non-glossy	185.00	3,700.00
	195	Pad	Sticky notes, Size 3" x 3" pref. 3M	65.00	12,675.00
	35	Pcs	Tape dispenser, Size # 1"	84.00	2,940.00
	150	roll	Tape, double sided, 1"	26.00	3,900.00
	50	roll	Tape, double-sided, 2"	46.00	2,300.00
	50	roll	Tape, mounting, 1"	75.00	3,750.00

GROSS PAYABLE AMOUNT	58,365.00
DISCOUNT, if any	-
NET PAYABLE AMOUNT	58,365.00

GRAND TOTAL	IN FIGURES : Php1,367,526.00
	IN WORDS : ONE MILLION THREE HUNDRED SIXTY SEVEN THOUSAND FIVE HUNDRED TWENTY SIX PESOS ONLY

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

CONFORME : MICHEL ESPANOSA 12/05/18 FILOMENA T. DAYAGBIL, Ed.D.
SUPPLIER'S SIGNATURE OVER PRINTED NAME and DATE SUC President III

Funds Available : AL/OBS NO. : _____
AMOUNT : _____
 ROCHE O. TORREJOS
Accountant