



PURCHASE ORDER

Supplier :	TRIMAX COMPUTER SUPPLIES AND GENERAL MERCHANDISE	P.O. No. :	19-08-492
Address :	TANDANG SORA ST., KASAMBAGAN, CEBU CITY	Date :	August 14, 2019
Tel.No. :	412-66999 / 233-2218	RC Code :	000-000-403
TIN :	135-445-379-000	Mode of Procurement	Public Bidding

GENTLEMEN :

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

Purpose : For second quarter supplies 2019 for various offices
 Place of Delivery : Cebu Normal University
 Date of Delivery : September 13, 2019
 Delivery Term : 30 days
 Payment Term : Through ADA from 5 to 7 days after complete delivery

Acct Code	Qty	Unit	Description	Unit Cost	Total Amount
	175	pcs	Correction Tape, Film Base Type, UL 6meter min. 5mm Width	18.00	3,150.00
	2	pcs	Cutter Blade, for Heavy Duty Cutter	45.00	90.00
	7	pcs	0.6mm Thickness, 8 Blades/100mmx18	36.00	252.00
	175	pcs	Cutter Knife, Screw Locking	122.00	21,350.00
	216	pcs	Data File Box, made of chipboard with closed ends, black, horizontal, long	73.00	15,768.00
	1	pc	Data Folder, made of chipboard, taglia lock, side clip, long size	512.00	512.00
	70	pcs	Dating and Stamping Machine, heavy duty	2.00	140.00
	59	pcs	Envelope Brown, Short size	32.00	1,888.00
	73	bxs	Envelope Expanding, Plastic 0.50mm Thickness min, assorted color	1,088.00	79,424.00
	9	bxs	Envelope Expanding Kraftboard, for legal size doc. 100's	461.00	4,149.00
	8	pcs	Envelope, Mailing, White 80gsm (-5%) 500's	13.00	104.00
	35	bxs	Eraser, Plastic/Rubber, for pencil draft/writing	32.00	1,120.00
	128	pcs	Fastener, plastic 50's	128.00	16,384.00
	86	sets	File Organizer, expanding, plastic, 12 pockets	26.00	2,236.00
	31	sets	File Tab Divider, Bristol Board, for A4, White 5's	26.00	806.00
	100	pcs	File Tab Divider, Bristol Board, for Legal, White 5's	29.00	2,900.00
	200	pcs	Folder, Expanded Long Green, 8.15inx14in	14.00	2,800.00
	15	packs	Folder, Long White with Jacket	231.00	3,465.00
	20	packs	Folder, L-type Plastic for A4, assorted 50's	288.00	5,760.00
			Folder, L-type Plastic for Legal assorted 50's		

PAGE 3 OF 6 SHEETS
 GROSS PAYABLE AMOUNT ₱ 162,298.00
 DISCOUNT, if any -
 NET PAYABLE AMOUNT ₱ 162,298.00

GRAND TOTAL	is on page 6	162,298.00
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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 :

JESUS PERENA 8-22-19
 SUPPLIER'S SIGNATURE OVER PRINTED NAME AND DATE
 FILOMENA T. DAYAGBIL, Ed.D.
 SUC President III

Funds Available :

ALORS NO. :	AMOUNT :
ROCHE O. TORREJOS	
Accountant	
SDF-USO-206-004-00	