



## PURCHASE ORDER

Supplier : <b>TRIMAX COMPUTER SUPPLIES AND GENERAL MERCHANDISE</b>	P.O. No. : <b>19-08-492</b>
Address : <b>TANDANG SORA ST., KASAMBAGAN, CEBU CITY</b>	Date : <b>August 14, 2019</b>
Tel.No. : <b>412-6699 / 233-2218</b>	RC Code : <b>000-000-403</b>
TIN : <b>135-445-379-000</b>	Mode of Procurement <b>Public Bidding</b>

**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
	13	bxs	Folder, Ordinary Long size, 100's	410.00	5,330.00
	60	pcs	Folder, Short White with Jacket	13.00	780.00
	2	bits	Glue 240g	109.00	218.00
	44	bits	Glue, all purpose, 130g	54.00	2,376.00
	19	bxs	Index tabs, self adhesive, transparent, 5s	70.00	1,330.00
	1	pc	Ink Refill Black Permanent Marker, 30ml	64.00	64.00
	1	pc	Ink Refill Blue Permanent Marker, 30ml	64.00	64.00
	11	pcs	Ink, Stamp Pad Green, 50ml	20.00	220.00
	26	pcs	Ink Stamp Violet, 50ml	20.00	520.00
	40	pcs	Jacket, Plastic for long folder	8.00	320.00
	1	case	Map Pin, round head 100's	39.00	39.00
	12	pcs	Marker, Fluorescent Highlighter Yellow, Chisel Type	16.00	192.00
	15	packs	Metacards Assorted Colors 8"x5", 50's	71.00	1,065.00
	3	packs	Notepad, Sticky Note Flag 25x7mm, 5 colors	41.00	123.00
			25 sheets/color		
	36	pads	Notepad, Sticky Note 2x3 (50mmx76mm)	12.00	432.00
	27	pads	Notepad, Sticky Note 3x3 (76mmx76mm)	16.00	432.00
	15	pads	Notepad, Sticky Note 3x4 (76mmx100mm)	21.00	315.00
	2	pcs	Numbering Machine Ink, Violet	20.00	40.00
	1	ream	Paper, Laid Color Blue, Long size (8.5"x13")	709.00	709.00
	2	reams	Paper, Laid Color Cream, Long size (8.5"x13")	709.00	1,418.00
	1	ream	Paper Laid Color Pink, Long size (8.5"x13")	709.00	709.00
	1	ream	Paper Laid Color Blue, Short size (8.5"x11")	576.00	576.00
	1	ream	Paper Laid Color Cream, Short size (8.5"x11")	576.00	576.00
	1	ream	Paper, Laid Color Pink, Short size (8.5"x11")	576.00	576.00

**PAGE 4 OF 6 SHEETS**  
 GROSS PAYABLE AMOUNT  18,424.00  
 DISCOUNT, if any  
 NET PAYABLE AMOUNT  18,424.00

GRAND TOTAL	is on page 6	
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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 :

*JENCS FERANUN 8-22-19*  
 SUPPLIER'S SIGNATURE OVER PRINTED NAME and DATE

*FILomena T. Dayagbil, E.D.D.*  
 SUC President III

Funds Available :

*ROCHE O. TORREJOS*  
 Accountant

ALOBS NO. :  
 AMOUNT :

SDF-USO-206-004-00

