



Republic of the Philippines  
**Cebu Normal University**  
 Osmeña Boulevard, Cebu City  
 Telephone Number : 254-6813

## 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. : 412-6699 / 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  
 Delivery Term : 30 days  
 Date of Delivery : September 13, 2019  
 Payment Term : Through ADA from 5 to 7 days after complete delivery

Acct Code	Qty	Unit	Description	Unit Cost	Total Amount
	19	packs	Paper, Parchment, 12x16 for Certificates, White, Translucent (210x297mm) 10's	50.00	950.00
	30	packs	Photopaper, A4 Glossy, 20's	45.00	1,350.00
	1	pack	Photopaper, Long (8-1/2x13), White, 20's	84.00	84.00
	10	packs	Paper Scented, Legal size, 20's	58.00	580.00
	9	rolls	Paper Thermal (80mmx230mm) for Epson TM-T82	58.00	522.00
	185	bxs	Pencil Lead w/ Eraser, wood cased #2, 12's	84.00	15,540.00
	3	pcs	Pencil, Sharpener Manual, Single Cutter Head, Table Top Heavy Duty	224.00	672.00
	3	rolls	Plastic, Transparent 50m	766.00	2,298.00
	12	packs	PVC Cover, Legal 200 micron(217mmx331mm) 100's	512.00	6,144.00
	61	pcs	Record Book, 300 pages, size: 214mmx278mm	75.00	4,575.00
	30	pcs	Record Book, 500 pages, size: 214mmx278mm	86.00	2,580.00
	15	pads	Reimbursement Expense Receipt	32.00	480.00
	4	bundles	Ring Binder, Plastic 10mm, 3/8", Black 10's	72.00	288.00
	20	bundles	Ring Binder, Plastic 12mm, 1/2", Black 10's	103.00	2,060.00
	30	bundles	Ring Binder, Plastic 25mm, 1" Black, 10's	269.00	8,070.00
	20	bundles	Ring Binder, Plastic 51mm, 2", Black 10's	423.00	8,460.00
	8	bxs	Rubber Band, 70mm min lay flat length (#18), 350g	154.00	1,232.00
	2	pcs	Ruler, Plastic 300mm	7.00	14.00
	34	pcs	Ruler, Plastic 450mm (18") width: 38mm min	27.00	918.00
	69	pcs	Scissors, symmetrical blade length: 65mm min	16.00	1,104.00

PAGE 5 OF 6 SHEETS  
 GROSS PAYABLE AMOUNT ₱ 57,921.00  
 DISCOUNT, if any  
 NET PAYABLE AMOUNT ₱ 57,921.00

GRAND TOTAL is on page 6

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

Funds Available : ROCHE O. TORREJOS  
 Accountant  
 AMOUNT : \_\_\_\_\_  
 SDF-USO-206-004-00