



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
	25	bx	Sign Pen, Black 0.5mm Needle Point 12's	246.00	6,150.00
	25	bx	Sign Pen, Blue 0.5mm Needle Point 12's	246.00	6,150.00
	5	bx	Sign Pen, Red 0.5mm Needle Point 12's	246.00	1,230.00
	3	packs	Specialty Board, Long (8.5"x13") 100's	448.00	1,344.00
	13	pcs	Staple Remover, Plier type	52.00	676.00
	20	bx	Staple Wire (no. 10mm) 12 small bxs/box	64.00	1,280.00
	102	bx	Staple Wire (no. 35mm)	32.00	3,264.00
	105	bx	Staple Wire, For Heavy Duty Staplers (23/13)	89.00	9,345.00
	5	packs	Sticker Paper, Short(letter), mint green, 20's	154.00	770.00
	5	packs	Sticker Paper, Short(letter), neon orange, 20's	154.00	770.00
	10	packs	Sticker Paper, Short(letter), sky blue, 20's	154.00	1,540.00
	21	packs	Sticker Paper, Short(letter), white, 20's	90.00	1,890.00
	15	packs	Sticker Paper, Short(letter), yellow green, 20's	154.00	2,310.00
	12	rolls	Tape, Double sided, 24mm(1") 50m	64.00	768.00
	6	rolls	Tape, duct, width: 48mm(2") 50m	154.00	924.00
	4	bundles	Time Card, for Amaro Bundy Clock, 100's	128.00	512.00
	12	rolls	Twine, plastic, 1kilo/roll	71.00	852.00

PAGE 6 OF 6 SHEETS	GROSS PAYABLE AMOUNT	39,775.00
	DISCOUNT, if any	-
	NET PAYABLE AMOUNT	39,775.00

GRAND TOTAL	IN FIGURES :	Php624,052.00
	IN WORDS :	SIX HUNDRED TWENTY FOUR THOUSAND FIFTY TWO 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 :**

*JESUS FERDINAN* *~ 2019* *FILOMENA T. DAYAGBIL, Ed.D.*  
 SUPPLIER'S SIGNATURE OVER PRINTED NAME and DATE SUC President III

**Funds Available :**

ROCHIE TORRELOS  
 Accountant

ALOBOS NO. :  
 AMOUNT :

PREPARED BY : jdt

Version 1.00 by Edwin O. Monsanto 20120808

SDF-USO-206-004-00

