



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

**PURCHASE ORDER**

**AUG 19 2019 - (Chp - Order Supplies)**

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
	3	rolls	Acetate, thickness: 0.075mm min (gauge #3)	766.00	2,298.00
	15	bxs	Ballpen, Retractable P-S Ballpoint Pen, Black, 12's	550.00	8,250.00
	13	bxs	Ballpen, Retractable P-S Ballpoint Pen, Blue, 12's	550.00	7,150.00
	1	bx	Ballpen, Retractable P-S Ballpoint Pen, Red, 12's	550.00	550.00
	6	packs	Battery, size C, Alkaline 2's	105.00	630.00
	19	packs	Battery, AAA Alkaline 4's	64.00	1,216.00
	384	reams	Bondpaper US A4 size (8.3"x11.7") sub. 20	199.00	76,416.00
	521	reams	Bondpaper US Long size (8.5"x13") sub. 20	210.00	109,410.00
	155	reams	Bondpaper US Short size (8.5"x11") sub. 20	179.00	27,745.00
	17	reams	Bondpaper, colored blue short size (8.5"x11") sub. 20	242.00	4,114.00
	20	reams	Bondpaper, colored blue, long size (8.5"x13") sub. 20	287.00	5,740.00
	17	reams	Bondpaper, colored green short size (8.5"x11") sub. 20	242.00	4,114.00
	41	reams	Bondpaper, colored green long size (8.5"x13") sub. 20	287.00	11,767.00
	20	reams	Bondpaper, colored pink short size (8.5"x11") sub. 20	242.00	4,840.00
	21	reams	Bondpaper, colored pink long size (8.5"x13") sub. 20	287.00	6,027.00
	17	reams	Bondpaper, colored yellow short size (8.5"x11") sub. 20	242.00	4,114.00
	40	reams	Bondpaper, colored yellow long size (8.5"x13") sub. 20	287.00	11,480.00

PAGE 1 OF 6 SHEETS  
 GRAND TOTAL  
 is on page 6

GROSS PAYABLE AMOUNT ₱ 285,861.00  
 DISCOUNT, if any  
 NET PAYABLE AMOUNT ₱ 285,861.00

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 :  
 Funds Available :  
 SUPPLIER'S SIGNATURE OVER PRINTED NAME and DATE  
 JESUS TORRES 8-22-19  
 ACCOUNTANT  
 FILOMENA F. DAYAGBIL, E.A.D.  
 SUC President III

PREPARED BY : Jd  
 Version 1.00 by Edwin O. Monsanto 20120808  
 SDF-USO-206-004-00  
 ROCHIE O. TORRELOS  
 Accountant  
 AMOUNT :  
 QR Code