



PURCHASE ORDER

Page # 1
 Supplier : EPLUS E-PLUS STATIONERY, INC.
 Address : 108 VERONICA STREET, BINONDO, MANILA
 TIN : 000-340-750-000
 VAT : All Items are VAT Exclusive / Zero Rated

P.O. No. 50131
 SER.# 1
 PO Date : 2 DEC 2013
 Mode of Purchase: SHOPPING
 Buyer Code : ENR

Gentlemen :
 Please furnish this Office the following articles subject to the terms and conditions contained herein;

Place of Delivery : PAGCOR HOUSE ROXAS BLVD MANILA

Payment Term : 15 DAYS

Itemcode :	Description	Quantity	Unit	Unit Cost	Amount
PMD#77393	PROCUREMENT DEPARTMENT				
1 101013145	CARTRIDGE, INK CARTRIDGE TRI COLOR HP 80C	4.00	PC	770.00	3,080.00
2 101013307	INK, CARTRIDGE #60 BLACK	8.00	PCS.	640.00	5,120.00
PMD#77451	PROPERTY & GEN. SERVICES DEPT.				
3 101014155	INK CARTRIDGE, HP DJET1100 BLACK/C4844A HP C4844A	1.00	PC	1,565.00	1,565.00

--- NOTHING FOLLOWS ---

SUB-TOTAL : 9,765.00
 TOTAL : 9,765.00
 LESS DISCOUNT :
 CHARGE :
 GRAND TOTAL : 9,765.00

Attachment:RV, AOC, PO

Remarks :VAT EXCLUSIVE
 COR 13-00265

Total Amount in Words:NINE THOUSAND SEVEN HUNDRED SIXTY FIVE PESOS ONLY

TERMS AND CONDITIONS OF PURCHASE

JAN 03 2014 (TWB)

- > Delivery must be made on or before
- > 1/10 of 1% of the amount of the goods not delivered on the stipulated date will be deducted from the total amount involved for each day of delayed delivery.
- > Items delivered are subject to inspection and acceptance by Property Management Unit.
- > Please attach original copy of Sales Invoice, Delivery Receipt, Warranty Certificate and Purchase Order upon delivery.
- > All FREE items that come with the item/s purchased must be included/reflected in the Delivery Receipt/Sales Invoice.

Signature Over Printed Name of Supplier

"This is to certify that the procurement for the items contained in this Purchase Order is in accordance with Republic Act No. 9184, its Implementing Rules and Regulations and other applicable laws".

- ;; Limited Source Bidding (Selective Bidding) ;/ Shopping
- ;; Direct Contracting (Single Source Procurement) ;/ Negotiated Procurement

Recommended by:

MARJORIE E. SUAREZ
 ACTING ASST. MANAGER, PU-PO

Funds Available

:

:

Budget Authorization No.

VIDAL T. CABIGON JR.

AVP/SA Acctg Dept/Section:

13123043 Amount 9,765.00

Approved By:

NA. REINA G. CARREON
 ASST. VICE PRESIDENT, PO

PLS. SIGN & FAX AT 522-6897

THANK YOU. NAZ