

PURCHASE ORDER

1 Supplier/Provider LASER MARKETING CORPORATION Address 26 MABINI STREET, BAGUIO CITY, BENGUET Tel./Fax No. 074 442 5854 TIN 261 652 025 000	2 P. O. Number 2021-12-0204 Date 12/13/2021 P.R. No. 2021-11-0142 Date 12-26-2021 Mode of Procurement NP-Small Value Procurement
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Gentlemen:
Please furnish this Office the following articles subject to the terms and conditions contained herein

Item No.	Qty	Unit	Item Description	Cost	
				Unit	Total
1	5	PCS	Lateral Filing Cabinet (4-Drawer)	₱14,450.00	₱72,250.00
2	2	PCS	Steel Cabinet w/ Lock	₱9,000.00	₱18,000.00
3	1	PCS	Time Clock/Clock Card Machine	₱8,000.00	₱8,000.00
4	2	PCS	Time Card	₱245.00	₱490.00
-----NOTHING FOLLOWS-----					

Amount in Words (Gross): NINETY-EIGHT THOUSAND SEVEN HUNDRED FORTY PESOS	Total: *** ₱98,740.00 (***)Subject to all applicables taxes)
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4 Place of Delivery: **PCC Office** Delivery Term: - Pick-up - Deliver w/in 7 calendar days from receipt of PO
 Date of Delivery/Completion: indicated above. Payment Term: - COD - w/in 15 days after delivery completion


Note: All materials replaced during the repair job shall be surrendered upon delivery of equipment to facilitate processing of payment. Unless otherwise indicated, the above terms and conditions are deemed accepted and form part thereof.

5 Penalty Provision:
 In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed.

Very truly yours,

Conforme: _____
 Date: _____


KENNETH V. TANATE, PhD
 Executive Director and Head of Procuring Entity
 Date: _____

6 Funds Available :  REUBEN JONATHAN P. MONTENEGRO Chief Accountant	7 Amount : _____ ALOBS No.: _____ Date : _____
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