PURCHASE ORDER

1			**2**	
Supplier/Provider	**RG BALINGIT HOME FURNISHING**		P. O. Number	**2021-12-0203**
			Date	12/13/2021
Address	Balingit Bldg #5 New Lucban Baguio City		P.R. No.	2021-11-0142
Tel./Fax No.	09175168225		Date	12-26-2021
TIN	205 620 474 000		Mode of Procurement	NP-Small Value Procurement

3

Gentlemen:

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

Item No.	Qty	Unit	Item Description	Cost Unit	Cost Total
1	6	PCS	Offiice Table	₱6,595.00	₱39,570.00
2	14	PCS	Office Chair	₱4,995.00	₱69,930.00
			------------------------NOTHING FOLLOWS--------------------------		

Amount in Words (Gross):	Total:	*** ₱109,500.00
ONE HUNDRED NINE THOUSAND FIVE HUNDRED PESOS	(***Subject to all applicables taxes)	

4

Place of Delivery: **PCC Office**

Date of Delivery/Completion: **indicated above.**

Delivery Term: ☐ - Pick-up | [x]

Payment Term: ☐ - COD | [x]

- Deliver w/in 7 calendar days from receipt of PO
- 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.
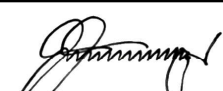
5 Penalty Provision:

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 : _____