

**PURCHASE ORDER**

|  |  |   |  |
|--|--|---|--|
| <b>1</b><br>Supplier/Provider: <b>Ban Bee Commercial Co., Inc.</b> |  | <b>2</b><br>P. O. Number: <b>2022-11-0199</b> |  |
| Address: <b>858 Claro M. Recto Avenue, Binondo, Manila</b>         |  | Date: <b>16/11/2022</b>                       |  |
| Tel./Fax No.: <b>8986-9305</b>                                     |  | P.R. No.: <b>2022-10-0187</b>                 |  |
| TIN: <b>-</b>  |  | Date: <b>20/10/2022</b>                       |  |
|  |  | Mode of Procurement: <b>Shopping (B)</b>      |  |

**3**  
Gentlemen:  
Please furnish this Office the following articles subject to the terms and conditions contained herein

| Item No.          | Stock No. | Qty  | Unit  | Item Description   | Cost    |             |
|-------------------|-----------|------|-------|--|---------|-------------|
|                   |           |      |       |  | Unit    | Total       |
| 2                 |           | 200  | pack  | Toilet Tissue Paper, 2-Ply 100% Recycled (12's) (Ecopal) | ₱80.00  | ₱ 16,000.00 |
| 3                 |           | 1000 | piece | Gloves, Disposable Non-Sterile (Vinyl/Nitrile)           | ₱1.85   | ₱ 1,850.00  |
| 4                 |           | 20   | box   | Maintenance Box for Epson L6170 Printer (Epson)          | ₱840.00 | ₱ 16,800.00 |
| 8                 |           | 30   | ream  | PAPER, MULTICOPY, 80gsm, size: 216mm x 330mm (Hard Copy) | ₱240.00 | ₱ 7,200.00  |
| *Nothing Follows* |           |      |       |  |         |             |

|  |  |
|--|--|
| Amount in Words:<br><b>Forty-One Thousand Eight Hundred Fifty Pesos Only</b> | Total: <b>₱ 41,850.00</b><br><i>*Subject to Applicable Taxes</i> |
|  | GROSS <b>₱ 41,850.00</b>   |

|  |   |  |
|--|---|--|
| <b>4</b> Place of Delivery: <u>PCC</u> | Delivery Term: <input type="checkbox"/> Pick-up <input checked="" type="checkbox"/> | - Deliver w/in 7 working days from receipt of the PO |
| Date of Delivery/Completion:           | Payment Term: <input type="checkbox"/> COD <input checked="" type="checkbox"/>      | - 15 Days after delivery                             |

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,  
 Conforms: Dominico Furingo  
 Supplier signature over printed name  
 Date: 12-01-22

Kenneth V. Tanate  
**KENNETH V. TANATE, PhD**  
 Executive Director and  
 Head of the Procuring Entity  
 Date: \_\_\_\_\_

|  |  |
|--|--|
| <b>6</b><br>Funds Available:                             | <b>7</b><br>Amount : <b>₱ 41,850.00</b> ALOBS No.: |
| <u>Reuben Jonathan P. Montenegro</u><br>Chief Accountant | Date: _____  |

