



PURCHASE ORDER

CIAP-F-PRO-002 || Rev. 1 || 07/03/2022

1 Supplier/Provider : <u>SQUARE DEAL OFFICE RESOURCES INC</u> Address: <u>7509 Bagtikan St. San Antonio Village, Makati City</u> Tel. / Fax No.: <u>8897-9612/8896-9885</u> TIN: <u>007-273-765-000</u>	2 P.O. No. : <u>2022-05-024</u> Date : <u>31 May 2022</u> P.R. No. : <u>22-03016</u> Date : <u>11 February 2022</u> Mode of Procurement: <u>Shopping B (Sec. 52.1.b)</u>
--	--

3
 Sir / Ma'am:
 Please furnish this Office the following articles subject to the terms and conditions contained herein:

Item No.	Stock No.	Qty.	Unit	Description	Cost	
					Unit	Total
1		4	Set	Consumable Ink Bottle for EPSON L6170 xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx NOTHING FOLLOWS xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx	1,415.10	P 5,660.40

Amount in Words: <u>FIVE THOUSAND SIX HUNDRED SIXTY PESOS & 40/100 ONLY</u>	Total P 5,660.40 *Subject to applicable taxes Total P 5,660.40
--	--

4
 Place of Delivery: CIAP Makati Office Payment Term: Check Payment (Landbank); 30 calendar days after complete delivery
 Date of Delivery: (blank) Delivery Term: Pick-Up Deliver within 30 calendar days from receipt of PO by supplier

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 (1%) for every day of delay shall be imposed on the undelivered item/s.
Conforme:
Marie Ann Castillo Doris U. Gacho
 Authorized Supplier Signature over Printed Name Executive Director-in-Charge, CIAP
6-27-2022 _____
 Date Date

6
 Fund Cluster: 01 101
 Funds Available: PERLITA M. RASING 6/2/22
 Chief Accountant/Head of Accounting
 ORS/BURS No. : 2022-06-319
 Date of the ORS/BURS: 6/9/22
 Amount : P 5,660.40