



PURCHASE ORDER

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

Supplier/Provider : **PAPERLINE ENTERPRISES, INC.**

Address: 1140 Chino Roces Avenue SAV Makati City

Tel. / Fax No.: 88970135/88955870

TIN: 009-708-837-0000

P.O. No. : 2023-09-050

Date : 5 September 2023

P.R. No. : 23-08038

Date : 10 August 2023

Mode of Procurement: Shopping B (Sec. 52.1.b)

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		500	Ream	Paperline Multicopy Paper,A4 Size	P 166.00	P 83,000.00
2		100	Pad	HBW Note Pad 2x3	P 13.00	P 1,300.00
3		100	Pad	HBW Note Pad 3x3	P 17.00	P 1,700.00
4		100	Pad	HBW Note Pad 3x4	P 25.00	P 2,500.00
5		50	Roll	Packaging Tape 2" 2x40 yds	P 23.00	P 1,150.00
xxxxxx Nothing Follows xxxxxx						

Amount in Words: **EIGHTY NINE THOUSAND SIX HUNDREDFIFTY PESOS ONLY**

Total **P 89,650.00**

*Subject to applicable taxes

Total **P 89,650.00**

4 Place of Delivery: CIAP Makati Office Payment Term: Check Payment (Landbank); 30 calendar days after complete delivery

Date of Delivery: _____ Delivery Term: Pick-Up Deliver within 15 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 items.

Conforme: Prudencio Reyes III Very truly yours,
Authorized Supplier Signature over Printed Name **ATTY. MARCO C. MAAT**
09-26-23 Executive Director, CIAP
Date SEP 26 2023 Date

6 Fund Cluster: 01 101 ORS/BURS No.: 2023-09-791

Funds Available: PERLITA M. RASING Date of the ORS/BURS: 9/18/23
Chief Accountant/Head of Accounting Amount: P 89,650.00