PURCHASE ORDER

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

1

Supplier/Provider : CL SIA TRADING
Address: 23 Hungary St. Betterliving Subd.Don Bosco Parañaque City
Tel. / Fax No.: 0917-589-0727
TIN: 211-511-441-00000

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P.O. No. : 2024-04-024
Date : 29 April 2024
P.R. No. 24-03023
Date : 4 March 2024
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	Cost Total
1		125	Pack	KingEver, Battery AA	₱ 21.50	₱ 2,687.50
2		60	Pack	KingEver, Battery AAA	₱ 19.50	₱ 1,170.00
3		11	Piece	Data File Box	₱ 100.00	₱ 1,100.00
4		50	Bottle	Hand Soap,Liquid 500ml	₱ 44.00	₱ 2,200.00
5		48	Piece	HBW Sign Pen,Medium Tip Red	₱ 30.00	₱ 1,440.00
				Nothing Follows		

Amount in Words:
EIGHT THOUSAND FIVE HUNDRED NINETY SEVEN PESOS & 50/100 ONLY

Total ₱ 8,597.50
*Subject to applicable taxes
Total ₱ 8,597.50

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Place of Delivery: CIAP Makati Office
Date of Delivery:

Payment Term: ☐ Check Payment (Landbank); 30 calendar days after complete 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 item/s.

Conforme:

COLLEEN GRACE D. MARCELO
Authorized Supplier Signature over Printed Name
MAY 06 2024
Date

Very truly yours,

ATTY. HERBERT DG. MATIENZO
Executive Director-in-Charge, CIAP
Date

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Fund Cluster: 01 101 101
Funds Available:

PERLITA M. RASING 5/7/24
Chief Accountant/Head of Accounting

ORS/BURS No. : 2024-05-296
Date of the ORS/BURS: 05-14-24
Amount : ₱ 8,597.50