

PURCHASE ORDER
PHILIPPINE SCIENCE HIGH SCHOOL-CENTRAL MINDANAO CAMPUS
 Nangka, Balo-i, Lanao del Norte

Supplier: PHILCOPY CORPORATION	P.O. Number: 2020-11-120
Address: Ozamit City, Misamis Occidental	Date: November 4, 2020
TIN: 169-318-033	Mode of Procurement: NP-SVP

Gentlemen:

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

Place of Delivery: PSHS-CMC	Delivery Term: FOB Destination
Date of Delivery: 30 days upon receipt of P.O.	Payment Term: 30 Days

Stock / Property No.	Unit	Description	Quantity	Unit Cost	Amount
	unit	Cross Cut Paper Shredder Feed width: 260mm Shred Capacity A4 80gsm: 11-13 sheets Staple wire/CD/ATM card shred capable Shred size: 2 x 15mm Security Level: P-5, F-2, T-5, E-4 Operation: electronics Shred speed: 4m/min Waste volume: 60 liters db(A) when idle: 53 db Motor: 650 watts Voltage: 230V Dimensions: H x W x D: 865 x 545 x 435 mm Weight: 44kgs Offer: DAHLE	1	49,500.00	49,500.00
		Total Amount			49,500.00

(Total Amount in Words) FORTY-NINE THOUSAND FIVE HUNDRED PESOS & 00/100 only

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 on the undelivered item/s.

Conforme

Very truly yours,


 Signature over Printed Name of Supplier


 Signature over Printed Name of Authorized Official/Date

Date:

 Campus Director
 Designation

Date

 Fund Cluster: **01**
 Funds Available:

 ORS/BURS No: **PL-0110101-2020-11-001**
 Date of the ORS/BURS: **NOV 05 2020**
 Amount: **₱ 49,500.00**

 Signature over Printed Name of Chief Accountant/
 Head of Accounting Division/Unit