

**PURCHASE ORDER**  
**MARIANO MARCOS STATE UNIVERSITY**  
 City of Batac 2906 Ilocos Norte



Supplier : <b>DESIGN &amp; FUNCTION INCORPORATED</b> Address : Pasig City TIN : 006-581-890-000	P.O. No. : <u>05206441-2021-12-489</u> Date : December 2, 2021 Mode of Procurement : <u>NP- Small Value</u>
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Gentlemen: PR No.: 2021-10-286 (05206441) COE  
 Please furnish this Office the following articles subject to the terms and conditions contained herein:

Place of Delivery : MMSU, City of Batac Date of Delivery : <u>within 45 calendar days upon receipt of PO</u>	Delivery Term : <u>FOB Destination</u> Payment Term : <u>N/30</u>
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Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
	<b>LOT</b>	<b>Procurement of Computer Table and Chair for the CAD &amp; GIS Laboratory Rooms of the College of Engineering. Details as follows:</b>	1	440,000.00	440,000.00
FUR-055-115	pcs	Free Standing Computer Table-laminated top 25mm thk off-white color; powder coated metal leg and front panel with perforated design Dimension: 160Wx60Dx74H cm	36		
FUR-055-116	pcs	Free Standing Computer Table-laminated top 25mm thk off-white color; powder coated metal leg and front panel with perforated design Dimension: 100wx60Dx74H cm	3		
FUR-055-117	pcs	Stackable Chair without armrest; mesh backrest with cushion seatrest; 4-legged black metal finish	74		
				<b>TOTAL</b>	<b>440,000.00</b>

**(Total Amount in Words) Four Hundred Forty Thousand Pesos 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: \_\_\_\_\_  
 Signature over Printed Name of Supplier

\_\_\_\_\_ Date

Very truly yours,  
**SHIRLEY C. AGRUPIS**  
 President

Fund Cluster : <b>05206441</b> Funds Available : _____	ORS/BURS No. : _____ Date of the ORS/BURS: _____ Amount : _____
_____ <b>IMELDA C. CORPUZ</b> Chief, Accounting Office	