

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



Supplier : HRB OFFICE SUPPLIES AND EQUIPMENT TRADING Address : City of Batac TIN : 926-512-142-00000	P.O. No. : 07308603-2022-11-776 Date : November 21, 2022 Mode of Procurement: NP-Small Value
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Gentlemen: PR No. 2022-10-191 (07308603) - ATBI/E.Calivoso
 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 : Within 20 calendar days upon receipt of P.O.	Delivery Term : FOB Destination Payment Term : N/30
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Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
44121615-ST-S01	piece	Stapler, standard #35, HBW	3	115.00	345.00
OSD-112-490	box	Binder clip, 1 1/4", 12pcs/box	20	25.00	500.00
				Total	845.00

(Total Amount in Words): **Eight Hundred Forty-Five 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:

Donnie Tabor
 09154267048

Signature over Printed Name of Supplier

NOV 28 2022

Date

Very truly yours,

SHIRLEY C. AGRUPIS
 President

Fund Cluster : 07308603 Funds Available : _____ <div style="text-align: center;"> <p>IMELDA A. CORPUZ Chief, Accounting Office</p> </div>	ORS/BURS No. : _____ Date of the ORS/BURS: _____ Amount : _____
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