



### PURCHASE ORDER

09.23.2020-6am - Office Supplies

Supplier: TRIMAX COMPUTER SUPPLIES  
 Address: AYA-AY ARCADE GEN. MAXILOM AVE.  
 Tel.No. : 412-6699 / 233-2218  
 TIN : 135-445-379-000  
 P.O. No. : 20-09-213  
 Date : September 21, 2020  
 RC Code : 200 / VPAA  
 Mode of Procurement  
 Public Bidding

GENTLEMEN :

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

Purpose : For Printing of Modules which will be used for the Flexible/Blended Learning Scheme A.Y.2020-2021

Place of Delivery : Cebu Normal University

Delivery Term : 30 days upon receipt of PO

Date of Delivery : October 21, 2020

Payment Term : Through ADA from 5 to 7 days after complete delivery

Acct Code	Qty	Unit	Description	Unit Cost	Total Amount
	4,585 25	reams pieces	A4 Bondpaper - Substance 20 Heavy Duty Stapler "-use staples 23/6-23/25, 100 pcs of staples "-TPE +ABS handle+metal base "-uo to 210 sheets/80g	167.00 1,127.00	765,695.00 28,175.00
	50	boxes	Stapler Wire for Heavy-duty Stapler Size: 23/25 or as may deem fit Note: the Stapler Wire should be fit for the Heavy Duty Stapler	80.00	4,000.00

PAGE 1 OF 1 SHEET		GROSS PAYABLE AMOUNT	₱ 797,870.00
		DISCOUNT, if any	-
GRAND TOTAL		NET PAYABLE AMOUNT	₱ 797,870.00
IN FIGURES :		Php797,870.00	
IN WORDS :		SEVEN HUNDRED NINETY SEVEN THOUSAND EIGHT HUNDRED SEVENTY PESOS ONLY	

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth ( 1/10) of 1 percent for every day of delay shall be imposed.

CONFORME :

*Reynold Canino* 9-28-20  
 SUPPLIER SIGNATURE OVER PRINTED NAME and DATE

FILOMENA T. DAYAGBIL, Ed.D.  
 SUC President III *for*

Funds Available :

ALOBS NO. :  
 AMOUNT :  
 SDF-USO-206-004-00

ROCHE O. TORREJOS  
 Accountant



PREPARED BY : jaiicy

Version 1.00 by Edwin O. Monsanto 20120808