



PURCHASE ORDER

JOSE RIZAL MEMORIAL STATE UNIVERSITY
KATIPUNAN CAMPUS
Agency

Supplier: APPLE'S COMPUTER CENTER
Address: Dipolog City

P.O. No.: A0038 Date: June 10, 2013
PR No.: 05-13-A061 Date: May 2, 2013
Mode of Procurement: _____

Gentlemen:

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

Place of Delivery: (J Martinez) KNAS-Katipunan, Z.N
Date of Delivery: _____

Delivery Term: 7 cal. Days
Payment Term: _____

Item No.	Quantity	unit	Item / Description	Unit Cost	Amount
1.	5	pcs.	Elmer's Glue (small)	26.00	130.00
2.	1	box.	Pilot Pentel Pen (fine) 12 pcs	35.00	420.00
3.	1	box.	Pilot Waterboard Pens (12pcs)	53.00	636.00
4.	1	box.	Ball Pen (Black-MyGel) (12 pcs)	23.00	276.00
5.	1	box.	Ball Pen (Red-MvGel) (12 pcs)	23.00	276.00
6.	1	box.	Pencil Mongol #2	5.00	60.00
7.	1	roll	Cellophane Cover	520.00	520.00
8.	3	roll	Double Sided Tape	20.00	60.00
9.	2	pcs.	Stapler MAX #35	274.00	548.00
10.	12	bx.	Chalk Virgo	42.00	504.00
11.	6	reams	U.S Bond paper, short (subs-20)	142.00	852.00
12.	6	reams	U.S Bond paper, long (subs-20)	160.00	960.00
13.	2	bx.	Staple wire #35	25.00	50.00
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					5,292.00
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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.

Confome:

APPLE'S COMPUTER CENTER
Supplier / Dealer / Contractor

Date

Very truly yours,

RICKY A. REGANON
Administrative Officer I

Funds Available:

2475
CORAZON I. MENOSA
Administrative Assistant III

Amount: Php 5,292.00

ALOS No.: _____

CHK - 20-

Approved:

AIDA O. LANIOSO, Ed. D.
Campus Administrator