



PURCHASE ORDER

JOSE RIZAL MEMORIAL STATE UNIVERSITY
KATIPUNAN CAMPUS
Agency

Supplier APPLE'S COMPUTER CENTER
Address: Dipolog City

P.O. No.: A0043 Date: June 10, 2013

PR No.: 05-13-A071 Date: May 7, 2013

Mode of Procurement _____

Gentlemen:

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

Place of Delivery: (J.Perey) KNAS-Katipunan, z.N
Date of Delivery: _____

Delivery Term: 7 cal. Days
Payment Term: _____

Item No.	Quantity	unit	Item / Description	Unit Cost	Amount
1.	6	reams	U.S Bond paper, short (sub-20)	142.00	852.00
2.	6	reams	U.S Bond paper, Long (sub-20)	160.00	960.00
3.	6	pcs.	Correction Fluid (Retouch)	18.00	108.00
4.	5	pcs.	Elmer's Glue (small)	24.00	120.00
5.	6	bxes.	Thumbtacks	7.00	42.00
6.	6	bxes.	Pushpins (color)	15.00	90.00
7.	1	box.	Pilot Pentel Pen (Fine)	408.00	408.00
8.	1	box.	Pilot Waterboard Pens	624.00	624.00
9.	1	box.	Ball Pen (Black-MyGel)	276.00	276.00
10.	1	box.	Ball Pen (Red-MyGel)	276.00	276.00
11.	1	box.	Pencil Mongol #2	58.00	58.00
12.	1	box.	Highlighter Pen (Yellow or Yellow Green)	180.00	180.00
13.	25	pcs.	Glue Stick (big)	8.00	200.00
14.	1	box.	Paper Fastener Plastic Coated	32.00	32.00
15.	1	box.	Paper Clip Plastic Coated (small)	8.00	8.00
16.	2	pcs.	Puncher (big)	141.00	282.00
17.	3	rolls	Double sided Tape	20.00	60.00
18.	12	bxes.	Chalk Virgo	42.00	504.00
19.	1	box.	Staple wire #35	25.00	25.00
20.	2	pcs.	Scotch Tape	31.00	62.00
					=====
					5,167.00

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:

Corazon I. Meñosa
Administrative Assistant III

Amount: Php 6,605.00

ALOBS No.: _____

TF-20-

Approved:

Aida O. Lanioso
Campus Administrator

