

**Office of the Vice President
of the Philippines**

**PURCHASE ORDER
OFFICE OF THE VICE PRESIDENT**

7th Floor Ben-Lor Bldg., Quezon Ave, Quezon City

Supplier ALVAREZ FURNITURE, UPHOLSTERY & CURTAIN SHOP Address 372 A. Bonifacio Ave., Jesus dela Peña, Marikina City TIN:	P.O. No. 03-036-20 Date 03/09/2020 Mode of Procurement: Negotiated Procurement - Small Value Procurement
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Gentlemen:

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

Place of Delivery: 7th Flr. Ben-Lor Bldg., Quezon Ave., Quezon City	Delivery Term: Within twenty (20) calendar days from receipt of PO
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Date of Delivery :	Payment Term: 15 - 30 days upon receipt of complete delivery and documents
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Stock No.	Unit	Qty	Description	Unit Cost	Amount
	unit	2	Wooden movable cabinet	17,346.00	34,692.00
	unit	2	Cork board	1,800.00	3,600.00
Submitted Technical Specifications and Price Quotation shall form part of the Purchase Order					
** nothing follows*					


Total Amount in Words: Thirty Eight Thousand Two Hundred Ninety Two Pesos Only **38,292.00**

In case of failure to make the full delivery within the time specified above, a penalty of one tenth of one percent (0.001) of the cost of the unperformed/undelivered portion for every day of delay shall be imposed.

Very truly yours,


MA. CARMELITA S. WARREN
 Chief Administrative Officer
 (Authorized Official)

Conforme:



 (Signature over printed name of Supplier)

Date

Funds Available ₱ 38,292.00	OBR No: 02-101101-2020-07-01542
JULIETA L. VILADELREY Chief Accountant	Amount: ₱ 34,692.00