

**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 HARTEE COMMERCIAL Address 3938 Yague St., Sta. Cruz, Makati City TIN:	P.O. No. 06-072-20 Date June 15, 2020 Mode of Procurement: NP-SVP 7
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Gentlemen:
Please furnish this office the following articles subject to the terms and conditions contained herein:

Place of Delivery: 7th Floor Ben-Lor Bldg., 1184 Quezon Avenue, QC	Delivery Term: Within 30-90 days from receipt of purchase order
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Date of Delivery :	Payment Term: 15 - 30 days upon receipt of delivery and complete documents
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Stock No.	Unit	Qty	Description	Unit Cost	Amount
	pc	9	Maintenance Box for Epson WorkForce WF100 Printer (T295000) Submitted Technical Specification and Price Quotation shall form part of the Purchase Order ** nothing follows**	325.00	2,925.00


Total Amount in Words: Two Thousand Nine Hundred Twenty Five Pesos Only 2,925.00

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 Division
(Authorized Official)

Conforme:



(Signature over printed name of Supplier)
6-24-20

Date

Funds Available <p style="text-align: center;">JULIETA L. VILLADELREY Chief Accountant</p>	OBR No: <u>02-101101-2020-06-01303</u> Amount: <u>₱ 2,925.00</u>
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