

**PURCHASE ORDER
PHILIPPINE SCIENCE HIGH SCHOOL CALABARZON REGION CAMPUS**

Supplier :	BAN BEE COMMERCIAL, INC.	P.O. No. :	2022-09-075
Address :	856 C.M RECTO AVENUE, MANILA	Date :	September 2, 2022
TIN :	001-609-075-000	Mode of Procurement :	SHOPPING

Gentlemen

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


Place of Delivery :	SITIO SAMPAGA WEST, BRGY. SAMPAGA, BATANGAS CITY	Delivery Term :	WITHIN 25 CALENDAR DAYS AFTER THE RECEIPT OF THE PURCHASE ORDER		
Date of Delivery :	WITHIN 25 CALENDAR DAYS AFTER THE RECEIPT OF THE PURCHASE ORDER	Payment Term :	WITHIN 30-45 CALENDAR DAYS AFTER THE COMPLETE DELIVERY OF THE ITEMS		
Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	PACK	Battery, Dry Cell, Size: AA, 2s/pack	16	50.00	800.00
2	PIECE	Battery, AAA, Alkaline	40	25.00	1,000.00
3	BOX	Binder Clip 1", at least 12pcs/box	120	25.00	3,000.00
4	PIECE	Cutter Knife, Big	17	45.00	765.00
5	PIECE	Logbook, 500 leaves	23	90.00	2,070.00
6	PADS	Note Pad, Stick-on, 3"3	72	23.00	1,656.00
7	PIECE	Puncher, Paper, Heavy-duty	9	170.00	1,530.00
8	PIECE	Scissors, Multi-purpose, at least 7 inches in length	27	50.00	1,350.00
9	PIECE	Staple Remover, Plier-type / Scissor-type, All Metal Construction, for Heavy-duty Removal of 24/6 and 26/6 Staples	1	60.00	60.00
10	PIECE	Tape Dispenser, Table Top, for 24mm tape	8	110.00	880.00
11	ROLL	Tape, Transparent, at least 48mm x 30meters	31	35.00	1,085.00
12	PIECE	Certificate Holder, A4, Blue	79	45.00	3,555.00
13	BOTTLE	Whiteboard Marker Ink, Black, at least 30mL	27	125.00	3,375.00
14	BOTTLE	Whiteboard Marker Ink, Blue, at least 30mL	95	125.00	11,875.00
15	BOTTLE	Whiteboard Marker Ink, Red, at least 30mL	80	125.00	10,000.00
					₱43,001.00
(Total Amount in Words)	FORTY THREE THOUSAND ONE PESOS ONLY				


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

Conforme:

Very truly yours,


Signature over Printed Name of Supplier
9/7/22
Date


JOSE M. ANDAYA, D.T.
Signature over Printed Name of Authorized Official
Campus Director
Designation

Fund Cluster : 0110101
Funds Available : ₱43,000.00

CRISPINA ROVENA M. MAQUIMOT
Signature over Printed Name of Chief Accountant/Head of Accounting
Division/Unit

ORS/BURS No. : 02-101101-2022-09-0985
Date of the ORS/BURS : 09/02/22
Amount : ₱49,001.00