

PURCHASE ORDER

1 Supplier/Provider: LAMBERT TRADING Address: Talavera, Nueva Ecija Tel./Fax No.: (044) 940-6215 / 09454303594 TIN: 220-834-592-000				2 P. O. Number: 2024-09-0151 Date: 9/5/2024 P.R. No.: 2024-08-0167 Date: 13-Aug-24 Mode of Procurement: Shopping (B)			
3 Gentlemen: Please furnish this Office the following articles subject to the terms and conditions contained herein							
Item No.	Stock No.	Qty	Unit	Item Description	Cost (Php)		
					Unit	Total	
5		180	box	CLIP, BACKFOLD, all metal, clamping: 19mm (-1mm)	9.00	1,620.00	
6		180	box	CLIP, BACKFOLD, all metal, clamping: 25mm (-1mm)	14.00	2,520.00	
7		180	box	CLIP, BACKFOLD, all metal, clamping: 32mm (-1mm)	19.00	3,420.00	
10		100	piece	NOTEBOOK, STENOGRAPHER, spiral, 40 leaves	14.00	1,400.00	
11		120	pack	VELLUM PAPER A4 120gsm, White	14.00	1,680.00	
19		480	piece	BALLPEN, Black 0.5mm	5.00	2,400.00	
20		480	piece	BALLPEN, Blue 0.5mm	5.00	2,400.00	
21		180	pad	NOTE PAD, stick on, 3" x 3"	15.00	2,700.00	
22		180	pad	NOTE PAD, stick on, 2" x 3"	12.00	2,160.00	
Amount in Words: Twenty Thousand Three Hundred Pesos					Total: 20,300.00 *Subject to Applicable Taxes GROSS 20,300.00		
4 Place of Delivery: PCC Delivery Term: <input type="checkbox"/> - Pick-up <input checked="" type="checkbox"/> 7-10 Calendar Days upon receipt of the signed PO Date of Delivery/Completion: _____ Payment Term: <input type="checkbox"/> - COD <input checked="" type="checkbox"/> 15-20 days upon complete delivery							
Note: All materials replaced during the repair job shall be surrendered upon delivery of equipment to facilitate processing of payment. Unless otherwise indicated, the above terms and conditions are deemed accepted and form part thereof.							
5 Penalty Provision: 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.							
Conforms to: LORAINA A. MALUBAG Supplier signature over printed name Date: 09-11-2024				Very truly yours, [confidential] KENNETH V. TANATE, PhD Executive Director and Head of the Procuring Entity Date: _____			
6 Funds Available: [confidential] REUBEN JONATHAN P. MONTENEGRO Chief Accountant				7 Amount: _____ ALOBS No.: _____ Date: _____			



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