

PURCHASE ORDER

CAVITE STATE UNIVERSITY

Entity Name

Supplier: <u>Yuchi Enterprises</u>	P.O. No.: <u>2021-01-057C</u>
Address: <u>894 Lopez Jaena St., San Roque, Cavite City</u>	Date: <u>01/21/2021</u>
TIN: <u>129-731-683-000 VAT</u>	Mode of Procurement: <u>Shopping</u>
	Requisitioner: <u>R. Crizaldo - Hector Proj</u>

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

Place of Delivery: <u>CvSU - Hector Project</u>	Delivery Term: <u>FOB Destination</u>
Date of Delivery: <u>15 days upon receipt of PO</u>	Payment Term: <u>Check</u>

Stock/ Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
1	pcs	clearbook, A4	5	32.00	160.00
2	pcs	clearbook, legal	5	36.00	180.00
3	pcs	correction tape, 6m	10	14.50	145.00
4	bundles	folder, fancy, A4, 50's, advance	2	175.00	350.00
5	bundles	folder, fancy, legal, 50's, advance	2	200.00	400.00
6	pcs	magazine file box, large	3	75.00	225.00
7	rms	paper, multi-purpose, A4, 70gsm, advance	30	167.00	5,010.00
8	rms	paper, multi-purpose, legal, 70gsm, advance	5	190.00	950.00
9	case	push pin, flat head type, asstd colors, 100's	2	25.00	50.00
10	bxs	signpen, black, my gel	3	240.00	720.00
11	bxs	ball point pen, black, 50's, hbw matrix	3	225.00	675.00
12	btls	stamp pad ink, violet, 30ml	2	15.00	30.00
13	pcs	stamp pad, feltpad, 60mm x 100mm	2	30.00	60.00
14	bx	band-aid, plastic strips, 60's	1	85.00	85.00
15	pc	tape, duct, 2", armark	1	65.00	65.00
16	btls	alcohol, 500ml, green cross	5	106.00	530.00
17	bxs	staple wire #35, wells	5	27.50	137.50
18	rolls	paper towel, thick absorbent	12	45.00	540.00
19	bx	DVD-RW, 4.7GB, fullmark, 50's	1	325.00	325.00
20	pc	corkboard with frame, 3 x 4ft	1	1,300.00	1,300.00
21	pc	whiteboard with alum. frame, 3 x 5ft	1	1,600.00	1,600.00
22	units	power extensions with individual switches, royu	4	700.00	2,800.00
23	pc	tape dispenser, dual	1	70.00	70.00
24	pc	paper cutter, uk	1	1,120.00	1,120.00

CAVITE STATE UNIVERSITY
SUPPLY & PROPERTY OFFICE
RECEIVED

(Page 1 of 2)

(Total Amount in Words) 17,527.50

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.

Very truly yours,

Conforme: *Randy B. Dea*
Signature over RANDY B. DEA Printed Name of Supplier
Date 02-02 2021

Hernando D. Robles
HERNANDO D. ROBLES
University President

Fund Cluster: _____	ORS/BURS No.: _____
Funds Available: _____	Date of ORS/BURS: _____
MAECY C. NOCEDA Accountant III	Amount: _____

21-0605

RECEIVED
JAN 25 2021
9am

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Stock/ Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
25	pcs	broom	3	155.00	465.00
26	pcs	disinfectant spray, lysol, 340g	2	480.00	960.00
27	rm	colored paper, blue, A4, 70gsm, 500's, avia	1	250.00	250.00
28	rm	colored paper, yellow, A4, 70gsm, 500's, avia	1	250.00	250.00
29	doz	technical pen, red	2	100.00	200.00
30	doz	technical pen, blue	2	100.00	200.00
31	doz	technical pen, black	2	100.00	200.00
32	pcs	certificate frame, A4	10	75.00	750.00
33	unit	coffee maker, 6cups water cup, kyowa	1	1,062.50	1,062.50
34	pcs	ceramic plates, porcelain	12	60.00	720.00
35	doz	ceramic saucers and cups, 6's	2	350.00	700.00
36	doz	spoon & fork, stainless, thick	1	375.00	375.00
37	pcs	paper plates	200	1.25	250.00
38	pcs	paper cups, 50-100ml	200	1.25	250.00
39	pairs	spoon & fork, disposable	200	1.25	250.00
(Page 2 of 2)					6,882.50

(Total Amount in Words) **24,410.00**

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

Very truly yours,

Conforme:
Signature over Printed Name of Supplier

HERNANDO D. ROBLES
University President

Date: _____

Fund Cluster: _____	ORS/BURS No.: _____
Funds Available: _____	Date of ORS/BURS: _____
MAECY C. NOCEDA Accountant III	Amount: _____

21-0605

