Appendix 61

Republic of the Philippines
ROMBLON STATE UNIVERSITY
Odiongan, Romblon
Tel No. (042) 567-5273
Email: romblonstateu@gmail.com
URL: rsu.edu.ph

PURCHASE ORDER

P.O. No. **23-03-0018**
Date: **March 22, 2023**
Mode of Procurement: **SVP**

Supplier: **Printco. One Stop Print Shop**
Address: **Brgy. Dapawan, Odiongan, Romblon**
TIN : **938-702-563-000**

Gentlemen:

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

Place of Delivery: **RSU, Supply Office**
Date of Delivery : _____

Delivery Term: **15 CALENDAR DAYS**
Payment Term: _____

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
1	sets	Acrylic Podium/Lectern; 12mm thick Clear-Laser Cut Acrylic Panel, 47" (Height) x 20" (Width) x 15" (Depth) of Desk with Shelf and 1-6mm thick Acrylic University Emblem (UV Printed)	3	84,250.00	**252,750.00**
		TOTAL	**3**		**PhP 252,750.00**

(Total Amount in Words) **TWO HUNDRED FIFTY-TWO THOUSAND SEVEN HUNDRED FIFTY PESOS ONLY**

In case of failure to make 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,

MERIAN P. CATAJAY-MANI, Ed.D., CESE
University President

Conforme:

TEOFILO M. PETRANCO JR.
(Signature Over Printed Name of Supplier)

3-23-23
(Date)

Fund Cluster: 101
Funds Available: OMPA

SHIELA BUEN F. SERVAÑEZ
Head, Accounting Office

ORS/BURS No: 101-CO-23-03-0232
Date of the ORS/BURS: 3/28/2023

Amount: PhP252,750.00

COMMISSION ON AUDIT
ROMBLON STATE UNIVERSITY
OFFICE OF THE AUDITOR
3/27/23
DATE