



Republic of the Philippines
ROMBLON STATE UNIVERSITY
 Odiongan, Romblon
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 URL: rsu.edu.ph

Appendix 61



PURCHASE ORDER

Supplier: **ZY Trading**

P.O. No. **23-04-0035**

Address: **National Road, Poblacion, Alcantara, Romblon**
 TIN : 448-046-505-00000

Date: **27 April 2023**

Mode of Procurement: **Public Bidding**

Gentlemen:

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

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

Delivery Term: **25 CALENDAR DAYS FROM RECEIPT OF NTP**

Date of Delivery : _____

Payment Term: _____

Stock No.	Unit	Description	Quantity	Unit Cost (in PhP)	Amount (in PhP)
1	Liter	Engine Oil (synthetic)	25	600.00	15,000.00
2	Liter	Hydraulics oils	25	285.00	7,125.00
3	Liter	2T oil	50	290.00	14,500.00
4	pc	Fuel filter, C-06	15	750.00	11,250.00
5	pc	Fuel filter, FC-321	15	1,100.00	16,500.00
6	Liter	Fully Synthetic Oil	64	600.00	38,400.00
7	Liter	Oil 40	116	385.00	44,660.00
8	Liter	Automatic Transmission and Power-steering Fluid	50	360.00	18,000.00
9	Liter	Coolant (any color)	180	350.00	63,000.00
10	pc	Battery 2sm	2	7,500.00	15,000.00
TOTAL			542	PhP	243,435.00

(Total Amount in Words) **TWO HUNDRED FORTY-THREE THOUSAND, FOUR HUNDRED THIRTY-FIVE 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:


ZYRUS C. GALINDEZ

(Signature Over Printed Name of Supplier)

4/27/23
 (Date)

Fund Cluster: 101

Funds Available: **Special Projects and Advocacy and Motorpool Unit**


MS. SHIELA BUEN F. SERVAÑEZ
 Head, Accounting Office

ORS/BURS No: **101-MPOB-23-04-0035**

Date of the ORS/BURS: **4/27/2023**

Amount: **PhP243,435.00**