

PURCHASE ORDER

Bicol University Polangui

Supplier : E & E NON-SPECIALIZED WHOLESALE TRADING		P.O. No. : PC-2025-016			
Address : Polangui, Albay		Date : May 29, 2025			
TIN : 607-840-106-00000		Mode of Procurement : Small Value Procurement			
Gentlemen: Please furnish this Office the following articles subject to the terms and conditions contained herein:					
Place of Delivery : BU Polangui Supply Office		Delivery Term : 3 days after receipt of PO			
Date of Delivery :		Payment Term : as billed			
Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	pcs	Certificate Holder	746	₱75.00	₱55,950.00
2	ream	Specialty Paper (Cream)	8	₱350.00	₱2,800.00
3	set	Canon G1010 Printer Pixma Ink (1 Cyan, 1 Yellow, 1 Magenta, 1 Black)	1	₱2,150.00	₱2,150.00
SIXTY THOUSAND NINE HUNDRED AND 00/100 PESOS ONLY					₱60,900.00
Purchase of the following supplies and materials to be used during NSTP & ROTC Graduation on June 4, 2025					
Details related to implementation shall be communicated with Mr. Norlijun V. Hilutin, end-user.					
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,			
<div><div>[Signature]</div><div>ELLA MARIE S. ESTILLER</div><div>Signature over Printed Name of Supplier</div></div>		<div><div>[Signature]</div><div>MARY JOY B. CATANGUI</div><div>Dean, BU Polangui</div></div>			
<div><div>5/30/25</div><div>Date</div></div>		<div><div>Designation</div></div>			
Fund Cluster : <u>THUD 85</u>		ORS/BURS No. : <u>02-206441-2025-05-085F</u>			
Funds Available : _____		Date of the ORS/BURS: <u>05-29-25</u>			
<div><div>[Signature]</div><div>CLAIRE M. ASUNCION</div><div>Budget Officer</div></div>		Amount : 60,900.00			