Appendix 61

PURCHASE ORDER

SUMIRAP NATIONAL HIGH SCHOOL

Entity Name

Supplier : **GEMMS ENTERPRISES**	P.O. No. : SUMNHS2022-02-011
Address : **OZAMIZ CITY**	Date : 02/18/2022
TIN : 196-548-896	Mode of Procurement : SHOPPING

Gentlemen:

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

Place of Delivery : SUMIRAP NHS, TANGUB CITY	Delivery Term : 5 DAYS
Date of Delivery : _____	Payment Term : 30 DAYS

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	CASE	FLOORWAX, PASTE RED,90g	16.00	1,800.00	**28,800.00**
2	PC	CORRECTION TAPE, 8M	32.00	25.00	**800.00**
3	PC	BALLPEN BLACK	1.00	7.00	**7.00**
4	PCK	FOLDER SHORT	4.00	500.00	**2,000.00**
5	PCK	FOLDER LEGAL	2.00	520.00	**1,040.00**
6	BOT	EPSON 003 BLACK	40.00	290.00	**11,600.00**
7	BOT	EPSON 003 YELLOW	14.00	300.00	**4,200.00**
8	BOT	EPSON 003 MAGENTA	14.00	300.00	**4,200.00**
9	BOT	EPSON 003 CYAN	13.00	300.00	**3,900.00**
10	PC	PART RETRIEVER	1.00	25.00	**25.00**
		TOTAL			**56,572.00**

(Total Amount in Words) **FIFTY SIX THOUSAND FIVE HUNDRED SEVENTY TWO PESOS ONLY.**

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:

GEMMS ENTERPRISES
Signature over Printed Name of Supplier
2-18-2022
Date

Very truly yours,

WARREN J. CANOLO
School Head

Fund Cluster : 01
Funds Available : _____
NELIA B. CLARO
Admin. Asst. III

ORS/BURS No. : _____
Date of the ORS/BURS: _____
Amount : ____ 56,572.00