CIVIL SERVICE COMMISSION
Republic of the Philippines

PURCHASE ORDER

TO: **ACCESSORIES AND SUPPLIES DEPOT, INC.** 110 Labo St., Brgy. Salvacion, Quezon City Telephone No.: 8516-2133 Attn: Ms. Kyra D. Ebojo Authorized Representative	**P.O. No. 2020-03-0033** Date: March 5, 2020 Mode of Procurement : NP - Small Value Procurement PR# 2020020109 (OFAM)

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

Place of Delivery:	Delivery Period:
Civil Service Commission, Constitution Hills, Quezon City - OFAM at Lower Ground Floor - 8931-7935 loc. 508	Seven (7) working days upon receipt of Purchase Order

Item No.	Qty.	Unit	Description	Unit Cost	Amount
1	2	unit	Printer with Scanner, Colored (L3110 Epson Printer)	7,100.00	14,200.00
			xx-Nothing Follows-xx		
			Inclusive of Government Taxes		

(Total amount in words)
Fourteen Thousand Two Hundred Pesos Only — **Php14,200.00**

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.

Very truly yours,

MARIA VICTORIA M. SALAZAR
Acting Director IV

Conforme:
JEROME DAQUIS
(Signature over printed name)
Date: MAR. 10, 2020

Requisitioning Office/Division	Funds Available:	Amount: Php14,200.00
JULIUS B. REMUDARO Office Provisional Member / End-User Representative to the BAC	ESCARLET G. CONDE Chief - Accounting Division	OS No.