



**PURCHASE ORDER**  
IBP Road, Constitution Hills, Quezon City

Supplier	MCSA MARKETING	PO No.	2021-10-0067
Address	446 Gedisco Bldg., San Fernando St., Binondo, Manila	Date	October 27, 2021
Tel. No.	8986-9840	PhilGEPS No.	2002-4116
TIN	030-103-916-601	Mode of Procurement	Shopping (B)

Gentlemen:

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

Place of Delivery	Civil Service Commission, Constitution Hills, Quezon City - OFAM at Lower Ground Floor	Delivery Term	Seven (7) working days upon receipt of Purchase Order
Date of Delivery		Payment Term	within 15-30 days upon complete submission of supporting documents.

Stake / Property No.	Unit	Description	Quantity	Unit Amount	Amount
1	piece	Printer, Inkjet, Colored (HP Deskjet Ink Advantage 2777)	5	5,625.00	28,125.00
2	piece	Multi-function Printer (Black and White) (HP Laserjet 107A)	2	7,500.00	15,000.00
xxxx-Nothing Follows-xxx					
PR No. 2021-09-0518 (IRMIO)					

Total Amount in Words	Four Three Thousand One Hundred Twenty Five Pesos Only	<b>₱43,125.00</b>
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At least equal to one-tenth of one percent (0.001) of the cost of the unperformed portion for everyday of delay. Once the cumulative amount of liquidated damages reaches 10 percent (10%) of the amount of the contract, the Procuring Entity may rescind or terminate the contract, without prejudice to other causes of action and remedies available under the circumstances.

The supplier/service provider is required to submit the billing statement within five (5) working days after the conduct of the activity.

Conforme:		Very truly yours,	
	A. C. ROSALUP		MARIA VICTORIA M. SALZAR
	Signature Over Printed Name of Supplier		Signature over Printed Name of Authorized Official
	11-09-21		Acting Director IV, OFAM
	Date		Designation

Fund Cluster	General Fund	ORS/BURS No.	
Funds Available	9	Date of the ORS/BURS	
	ESCARILLO FONDI	Amount	₱43,125.00
	Signature Over Printed Name of Chief Accountant		
	Head of Accounting Division Unit		

Bawat Kawani, Lingkod Bayani