



# PURCHASE ORDER

Supplier:	UNIQUE PRINTING PRESS	P.O No.:	2024-04-101-23
Address:	No.27 Legarda Rd. Baguio City	Date:	April 25, 2024
Tin:		Mode of Procurement:	NP-SVP
		PR No.:	2024-04-671

Gentlemen:

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

Place of Delivery: **PSU -SPMD** Delivery Term: **FOB Destination**

Date of Delivery: **3 calendar days upon receipt of PO** Payment Term: **Within 30 days**

Item no.	Stock/Property No.	Unit	ITEM	Quantity	Unit Cost	Amount	END-USER
1		COPIES	Printing of Academic Brochure : 2,000 copies, half of A4 size, colored, C2580 inside (glossy), 189 cover (plastic or matte) laminate	2,000	54.00	108,000.00	OVPAA
<b>TOTAL</b>						<b>108,000.00</b>	

(Total Amount in Words) **One Hundred Eight Thousand Pesos Only**

In case of failure to make the full delivery within 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:   
**FELIPE SALAING COMILA**  
 University President

UNIQUE PRINTING PRESS  
 # 27 Legarda Road, Baguio City  
 Street, Baguio City, 3000  
 Telephone: (074) 442-9352  
 Email: info@uniqueprintingpress@gmail.com

Fund Cluster: **PSU -SPMD** ORS/BURS No.: **2024-05-407**

Funds Available: **108,000.00** Date of the ORS/BURS: **MAY 07 2024**

Amount: **108,000.00**

**IMELDA B. GALINATO**  
 Accountant IV