



Republic of the Philippines
 Benguet State University
 2601 La Trinidad, Benguet
www.bsu.edu.ph



**BSU-PMO
 FILE COPY**

PURCHASE ORDER

Supplier:	COPYLANDIA OFFICE SYSTEMS CORPORATION	P.O No.:	2024-10-151-358
Address:	Units GF-22 and LGS-09, Megatower Residences 1 Sandico Cor. Tecson Streets, Salud Mitra, Baguio City	Date:	10/4
Tin:		Mode of Procurement:	Direct Contracting
		PR No.:	2024-09-1508

Gentlemen:

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

Place of Delivery:	BSU-SPMO	Delivery Term:	FOB DESTINATION
Date of Delivery:	15 days upon receipt of PO	Payment Term:	30 days after complete delivery

Item no.	Stock/Property No.	Unit	ITEM	Quantity	Unit Cost	Amount	END-USER
1	-	pc	TN223K Toner Cartridge	5	11,000.00	55,000.00	CF
TOTAL						55,000.00	

(Total Amount in Words)	Fifty-five Thousand Pesos Only.
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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:

 STEPHANIE TAMAYAN Signature over Printed Name of Supplier <u>October 28, 2024</u> Date	 FELIPE SALAING COMILA University President
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Fund Cluster: _____	ORS/BURS No.: <u>2024-10-1508</u>
Funds Available: _____	Date of the ORS/BURS: <u>OCT 08 2024</u>
IMELDA B. GALINATO Accountant IV	Amount: <u>55,000.00</u> 05206441

