



Republic of the Philippines  
**BENUE STATE UNIVERSITY**  
 La Trinidad, Benguet



# PURCHASE ORDER

Supplier:	<b>SBCO MERCHANDISE</b>	P.O No.:	2024-06-177-213
Address:	FERGUSON ROAD, BAGUIO CITY	Date:	JUN 25 2024
Tin:		Mode of Procurement:	NP-SVP
		PR No.:	2024-05-993

Gentlemen:  
 Please furnish this Office the following articles subject to the terms and conditions contained herein:  
 Place of Delivery: **BSU CANTEEN**  
 Date of Delivery: **WITHIN 75 CALENDAR DAYS UPON RECEIPT OF PO.**  
 Delivery Term: **FOB DESTINATION**  
 Payment Term: **Within 30 days after complete Delivery**

Item no.	Stock/Property No.	Unit	ITEM	Quantity	Unit Cost	Amount	End user	
1		case	Microwavable S16, (10x50)	2	1,563.50	3,127.00	<b>CANTEEN</b>	
2		case	Microwavable S10, (10x50)	4	1,272.00	5,088.00		
3		bundles	Brown Paper Bag #5, 1000 pcs	2	1,786.10	3,572.20		
4		bundles	Brown Paper Bag #6, 3000pcs	2	1,902.70	3,805.40		
5		packs	Cellophane Take Out (HDBW) 8x13	2	20.00	40.00		
8		case	Microwavable B12, (10x50)	3	1,579.40	4,738.20		
9		case	Paper Meal Box-spaghetti	3	1,320.04	3,960.12		
10		case	Paper Meal Box- high meal	2	1,920.00	3,840.00		
11		case	Plastic spork ( 25'sx100)	2	1,250.00	2,500.00		
12		kgs	Plastic fork	20	100.00	2,000.00		
13		kgs	Plastic Spoon	20	100.00	2,000.00		
15		packs	Stirrer for coffee	20	18.02	360.40		
<b>TOTAL</b>						<b>35,031.32</b>		

(Total Amount in Words) **Thirty Five Thousand Thirty One Pesos and Thirty Two Centavos 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 items.

Conforme:

Very truly yours:

 <b>MYRNA SANTILLAN</b> Signature over Printed Name of Supplier <u>JULY 12, 2024</u> Date	 <b>FELIPE SALANG COMILA</b> University President
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Fund Cluster: _____	ORS/BURS No.: <u>2024-06-454</u>
Funds Available: _____	Date of the ORS/BURS: <u>JUN 27 2024</u>
<b>IMELDA B. GALINATO</b> Accountant IV	Amount: <u>35,031.32</u>