



Republic of the Philippines  
**SCIENCE AND TECHNOLOGY INFORMATION INSTITUTE**  
 STII Building, DOST Complex, Bicutan, Taguig City  
 Telephone No. 837-2191 to 95; Fax No. 837-7521

FR-FAD-PS No. 015  
 (rev.00 10/7/2015)

**WORK ORDER**

Work Order No. 09-2016  
 Date : 02 May 2016  
 PR No. : 16-04-0142

**U-BIX CORPORATION**  
 1344 Angono Street  
 Makati City  
 Tel. No. 897-6819

Gentlemen:

In accordance with existing regulations you are hereby authorized to undertake the work indicated below:

Item No.	Qty.	Unit	Description of Work	Unit Price	TOTAL
1	1	unit	Repair and replacement of defective parts for Risograph Machine MZ7700 with Serial No. 79200064 at CRPD-CDSU.  Parts: 2 pcs. Pick up roller 2 pcs. Stripper Pad 70 4 pcs. Transfer belt 2; 2x130	P 1,010.00 59.00 282.00	Php 2,020.00 118.00 1,128.00 ===== Php 3,266.00 vvvvvvvvvv THREE THOUSAND TWO HUNDRED SIXTY -SIX PESOS ONLY
			Charge to Regular Fund.		

*In case of failure to make the 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.*

Funds Available ₱ 3,266  
 Fund 02-101-2016-05-0372  
 Function/Project A.I.I.9.02

Recommending Approval:

**ARITOLLE P. CARANDANG, Ph.D.**  
 CRPD Chief

**MARILOU C. LEELIAN**  
 Accountant III

APPROVED:

**RICHARD P. BURGOS**  
 Director

Work Order Received :

By: \_\_\_\_\_

Date: \_\_\_\_\_

NOTE: SEE TERMS AND CONDITIONS AT THE BACK.