NGAS Appendix 52

Republic of the Philippines
SCIENCE AND TECHNOLOGY INFORMATION INSTITUTE
STII Building,DOST Complex, Bicutan, Taguig City
Telefax No. 837-2071 local 2145

FR-FAD-PS No.014
(rev.01 10/17/2016)

PURCHASE ORDER

Supplier :	*SUNSHINE OFFICELINK VENTURES CORP.*	*P.O. No.:*	17-02-0006
Address :	*1128 E. RODRIGUEZ ST., COR. DEL PILAR ST, BANGKAL, MAKATI*	*Date :*	February 10, 2017
Tel. No.	*844-8845*	*Mode of Procurement :*	SHOPPING
TIN :			

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

Place of Delivery:	STII Bldg., DOST Complex General Santos Avenue Bicutan, Taguig City	*Payment Term:*	*15 DAYS*
Date of Delivery :		*Delivery Term:*	*15 days upon receipt of approved Purchase Order*

Qty.	*Unit*	*Description*	*Stock No.*	*Unit Cost*	*Amount*
25	reams	Copy paper, A4, 80 gsm	OS137	175.20	4,380.00
20	reams	Copy paper, legal, 80 gsm	OS138	199.20	3,984.00
Amount In Words		*EIGHT THOUSANDTHREE HUNDRED SIXTY-FOUR PESO*		*SUB-TOTAL*	*8,364.00*

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.

Very truly yours,

ARLENE E. CENTENO
FAD Chief

Conforme:

(Signature over Printed Name of Supplier)

(Date)

Fund Cluster :	*Regular Fund - FAD*	ORS/BURS No.:	02-101-2017-02-0110
Funds Available:	₱ 8,364	*Date of the ORS/BURS :*	13 Feb 2017
		Amount :	₱ 8,364

CECILLE ROSE B. RAMOS
Accountant III