

Republic of the Philippines
OFFICE OF THE SOLICITOR GENERAL
 134 Amorsolo St., Legaspi Village
 Makati City

PURCHASE ORDER

Supplier: MANUEL STATIONERY Address: 621 Norberto Ty St., Brgy. 288, Binondo, Manila TIN: 134-799-904-001 Account No.: 101-488661-7 Telephone: 8241-0777 / 8242-4846	P.O. # 022-08-120 Date: August 9, 2022 Mode of Procurement: Shopping 52.1b Bank: China Bank Email: info.manuelstationery@gmail.com
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Gentlemen:
 Please furnish this Office the following articles subject to the terms and conditions contained herein:

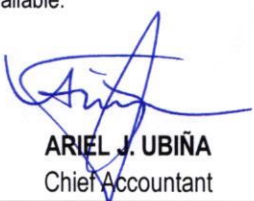
Place of Delivery: OFFICE OF THE SOLICITOR GENERAL Date of Delivery:	Delivery Term: w/in 30 days upon receipt of PO Payment Term: w/in 30 days upon final inspection & acceptance (Bank to bank)
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Stock No.	Unit	Description	Quantity	Unit Cost	Amount
Procurement of Common-Used Office Supplies:					
1	pcs	HBW MATRIX BALLPEN Ballpoint; 0.5mm; Color (ink): Black	1000	Php 4.70	Php 4,700.00
2	pcs	HBW MATRIX BALLPEN Ballpoint; 0.5mm; Color (ink): Blue	1000	4.70	4,700.00

Total Amount in Words: **Nine Thousand Four Hundred Pesos Only** Php **9,400.00**

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.

Conforms:  (Signature over printed name) <u>8/11/22</u> (Date)	Very truly yours,  JESSICA L. CASTRO CAO, Administrative Division EDITHA R. BUENDIA Director IV, HRMAS
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Funds Available:  ARIEL J. UBIÑA Chief Accountant	ALOBS: <u>02-101101-2022-08-419</u> Amount: <u>₱ 9,400.00</u>
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