

PURCHASE ORDER
SLSU-Sogod Main Campus
Entity Name

Supplier : J& F DEPARTMENT STORE Address : SOGOD, SO. LEYTE TIN :	P.O. No. : 2020-04-0212-D Date : April 13, 2020 Mode of Procurement : Emergency Cases
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Gentlemen:

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

Place of Delivery : _____ Date of Delivery : _____	Delivery Term : _____ Payment Term : _____
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Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
	pc	12 Ball Bearing Slide PR#: 2020-03-0159-A For mailbox disinfectant.	1	99.00	99.00

Total Amount in Words: Ninety Nine Pesos Only.	99.00
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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 on the undelivered item/s.

Conforme:

with OR: 13924

Signature over Printed Name of Supplier

13-Apr-20

Date

Very truly yours,


 SUSANA B. CENIZA


Signature over Printed Name of Authorized

AO-V

Designation

Fund Cluster : GAA

Funds Available : _____


 CHRISTINE ALMA MAE DAGUPLO, CPA
 Signature over Printed Name of Chief Accountant/Head of
 Accounting Division/Unit

ORS/BURS No. : _____

Date of the ORS/BURS: _____

Amount : _____

