



Republic of the Philippines  
MINDORO STATE COLLEGE OF AGRICULTURE AND TECHNOLOGY

Main Campus  
Alcate, Victoria, Oriental Mindoro

**PURCHASE ORDER**

COMMISSION ON AUDIT Page 1 of 1  
TEAM I - MINS CAT OR: MINDORO  
**RECEIVED**  
SEP 16 2021  
By *[Signature]*

Supplier : BETH REYES MARKETING Address : POBLACION 1, VICTORIA, ORIENTAL MINDORO TIN : 168-201-805-000	P.O. No. : <u>PO21-00908</u> Date : <u>07/20/2021</u> Mode of Procurement : NP-SVP (Sec.53.9)
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Gentlemen:  
Please furnish this Office the following articles subject to the terms and conditions contained herein:

Place of Delivery : MinSCAT Main Campus, Alcate, Victoria, Oriental Mindoro Date of Delivery : _____	Delivery Term : <u>30 days</u> Payment Term : <u>Check</u>
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Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
<b>Lot 2 - Fixtures</b>					
1	piece	Adjustable Swivel Chair	10	2,200.00	22,000.00
2	unit	Lateral Filing Cabinet: 5 layers, metal, legal-size cabinet: 27 inches depth and 33 1/4 inches width	1	8,850.00	8,850.00
3	set	Metal Double Desk Tray, 3 layers, black	8	420.00	3,360.00
4	piece	Magazine File Holder, trapezoidal	10	300.00	3,000.00
5	piece	Folding Bench Table, 6ft. X 1.83m	2	4,000.00	8,000.00
<b>Sub-total (Lot 2)</b>					<b>45,210.00</b>
<b>Lot 3 - Counter</b>					
1	piece	Handheld Tally Counter	3	100.00	300.00
<b>Sub-total (Lot 3)</b>					<b>300.00</b>
<b>Lot 4 - Storage Box</b>					
1	piece	Storage Box, 30 liters cap	2	700.00	1,400.00
2	piece	Storage Box, 15 liters cap	3	465.00	1,395.00
<b>Sub-total (Lot 4)</b>					<b>2,795.00</b>
<b>Lot 5 - Hard Drive</b>					
1	piece	2TB Portable Hard Drive	1	5,370.00	5,370.00
<b>Sub-total (Lot 5)</b>					<b>5,370.00</b>
<b>XX</b>					
<b>GRAND TOTAL</b>					<b>53,675.00</b>

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: \_\_\_\_\_  
  
Signature over Printed Name of Supplier  
\_\_\_\_\_  
Date

Very truly yours,  
  
*[Signature]*  
LEVY B. ARAGO JR., Ph.D.  
SUC President III

Fund Cluster : <u>TP MAMB</u> Funds Available : _____  MARIA CRISTINA D. SISCAR, CPA Accountant III <i>[Signature]</i>	ORS/BURS No. : <u>0387 B</u> Date of the ORS/BURS: <u>07/16/2021</u> Amount : <u>₱ 53,675.00</u>
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