



Republic of the Philippines  
**MINDORO STATE UNIVERSITY**  
 Bongabong Campus  
 Labasan, Bongabong, Oriental Mindoro

COMMISSION ON AUDIT  
 TEAM I - MINS CAT OR: MINDORO

**RECEIVED**  
 OCT 18 2021  
 By \_\_\_\_\_

**PURCHASE ORDER**

Supplier : <b>BETH REYES MARKETING</b>	P.O. No. : <b>GF-2021-14</b>
Address : Poblacion 1, Victoria, Oriental Mindoro	Date : <b>August 23, 2021</b>
TIN :	Mode of Procurement : <b>Shopping</b>

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

Place of Delivery : <b>MinSU Bongabong Campus</b>	Delivery Term :
Date of Delivery :	Payment Term :

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
		<b>Lot 3 - Janitorial Supplies</b>			
	pcs	Walis tambo	15	200.00	3,000.00
	gals	Toilet bowl cleaner	20	600.00	12,000.00
	tub	Powder detergent 3.5 kgs.	20	600.00	12,000.00
	pcs	Tornado mop	4	1,825.50	7,302.00
	pcs	Doormat	25	50.00	1,250.00
	gals	Zonrox	5	600.00	3,000.00
	pcs	Long brush	10	380.00	3,800.00
	pcs	Toilet bowl brush	20	180.00	3,600.00
	bundle	Roll tissue 12 rolls/ bundle	14	200.00	2,800.00
	pcs	Trash Can	16	400.00	6,400.00
	pcs	dipper white	10	75.00	750.00
	pcs	Pail	10	300.00	3,000.00
	pcs	Walis Tingting	21	23.00	483.00
	pcs	glass cleaner	10	350.00	3,500.00
		<b>Sub-Total 3</b>			<b>62,885.00</b>

**(Total Amount in Words)**

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:

*Maria Nikto Reyes*

Signature over Printed Name of Supplier

Date

Very truly yours,

*Levy B. Arago, Jr.*

LEVY B. ARAGO, JR., Ph.D.

University President

Fund Cluster : <b>GF</b>	ORS/BURS No. :
Funds Available : <b>802,970.00</b>	Date of the ORS/BURS:
<b>MARIA CRISTINA D. SISCAR, C.P.A.</b> Accountant III	Amount :