



REPUBLIC OF THE PHILIPPINES
 PASEGURUHAN NG MGA NAGLILINGKOD SA PAMAHALAAN
 (GOVERNMENT SERVICE INSURANCE SYSTEM)
 Financial Center, Roxas Blvd, Pasay City 1308
 Tel. No.: (02)9764900

Purchase Order No.: 5500018981
COSASDEOFICINA TRADING
 Unit 206 #272 Malapantao St. Mandaluyong City

Date: 11/06/2019

Ref: Imf

Tel. #: 7442357

Fax #:

Posting in Phil-GEPS & GSIS website and in conspicuous places of GSIS HO

Quotations submitted by _____ suppliers

MOP:

Please deliver to : Financial Center, Roxas Blvd, Pasay City 1308

QUANTITY	UOM	MATERIAL NUMBER	ITEM/DESCRIPTION	UNIT COST	AMOUNT
4	UNI	504922	Printer, Laser (ADOPT-A-SCHOOL) Tamburakom ES - Original Nindip	10,000.00	40,000.00
Payment subject to withholding tax of __%, Creditable VAT and __% Expanded Tax. Item/s included in the approved APP for Calendar Year _____					P40,000.00

IMPORTANT: Documents required for delivery and payment:
 1. Original Copy of this Purchase Order
 2. All deliveries shall be accompanied by Delivery Receipt/Original
 3. Sales Invoice for complete delivery/original
 4. Warranty Certificate for equipment

TERMS & CONDITIONS:
 1. Item/s shall be delivered within _____ working days after receipt of approved Purchase Order or _____ working days after receipt of approved PO thru Fax.
 2. All PAPER products are subject to paper grammage test within fifteen (15) working days after completion of the delivery of the Item/s.
 3. Paid & unpaid delivered items that is/are found to be DEFECTIVE is/are subject to replacement.
 4. Penalties:
 a. Delay in delivery - 1/10 of 1% of cost of goods/services
 b. Non delivery - the difference between actual cost of purchase & offered cost or 5% of the total cost of the undelivered item/s.
 c. Grammage deficiency (paper products) shall be applied
 5. If service PO, attached Terms of Reference form part of this Purchase Order.

ACCEPTED BY:

 COSASDEOFICINA TRADING
 Name of Company
ORIGINAL SIGNED

 Signature Over Printed Name
 11-12-19
 Date

FOR THE PRESIDENT & GENERAL MANAGER
 By: _____
ORIGINAL SIGNED
 RAYMUNDO ANDRES V. PALAD - OFFICER IV - CSAPRFD

Funds Availability : P 40,000.00
 Classification :
 WINFRED MANLULU - SO III BASSAD