



**PURCHASE ORDER**  
**BUREAU OF THE TREASURY**  
 Intramuros, Manila  
 Telefax No.: 524-7008

Supplier : <b>RYRAH MERCHANDISING</b> <hr/> Address : #86 Cordillera Street, Quezon City <hr/> Contact No.: (02) 8245-9114 <hr/> Fax No. : - <hr/> TIN: 210-690-439-000	P.O. No. : <b>2023-09-0166</b> <hr/> Date : September 6, 2023 <hr/> Mode of Procurement : Small Value Procurement (SVP) <hr/>
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Gentlemen:

Please proceed with the Supply and Delivery of two (2) units of Paper Shredders for the Trust Fund Management Committee (TFM Secretariat) in the amount of Php60,000.00 (VAT inclusive) following the terms and conditions stated herein:

Place of Delivery : Ayuntamiento Building, Intramuros, Manila	Delivery Term: Thirty (30) calendar days from issuance of P.O.				
Date of Delivery : -	Payment Term : 30 days from date of full delivery				
Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
	lot	<b>SUPPLY AND DELIVERY OF TWO (2) UNITS OF PAPER SHREDDERS,</b> composed of the following:	1	-	-
	unit	<b>Paper Shredder,</b>  <i>---Nothing Follows---</i>	2	<b>30,000.00</b>	<b>60,000.00</b>
		Reference: PR No. 2023-08-0284 For TFMC			
		<b>TOTAL</b>			<b>60,000.00</b>

**(Total Amount in Words) SIXTY THOUSAND PESOS AND (00/000)**

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:

Very truly yours,

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

**ATTY. RAYMUNDO U. TAN (Sgd.)**

Signature over Printed Name of Authorized Official

\_\_\_\_\_  
 Date

OIC-Director, Administrative Service  
 Designation

Fund Cluster : \_\_\_\_\_  
 Funds Available : \_\_\_\_\_

ORS/BURS No. : \_\_\_\_\_  
 Date of the ORS/BURS: \_\_\_\_\_  
 Amount : \_\_\_\_\_

**ROWENA R. GAMBA (Sgd.)**  
 Signature over Printed Name of Chief Accountant/Head  
 of Accounting Division/Unit