



## PURCHASE ORDER

## BUREAU OF THE TREASURY

Intramuros, Manila  
Telefax No.: 524-7008

Supplier :	<b>ASPIRE APPLIANCE MARKETING</b>	P.O. No. :	<b>2023-11-0230</b>
Address :	20-21 Magnolia St Pingkian Village Pasong Tamo Quezon City	Date :	November 13, 2023
Contact No.:	8572-0507	Mode of Procurement :	Small Value Procurement
Fax No.	<a href="mailto:aspiremarketing@yahoo.com">aspiremarketing@yahoo.com</a>		
TIN:	467-783-254-000		

Gentlemen:

Please proceed with the Supply and Delivery of Various Kitchen Appliances in the amount of Php4,876.00 (VAT inclusive) following the terms and conditions stated herein:

Place of Delivery :	Ayuntamiento Building, Intramuros, Manila	Delivery Term:	Within Thirty (30) Calendar Days from receipt of Purchase Order
Date of Delivery :	-	Payment Term :	-

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
	lot	<b>SUPPLY AND DELIVERY OF VARIOUS KITCHEN APPLIANCES</b> composed the ff:	1	-	-
	pc	Rice Cooker	1	<b>2,488.00</b>	<b>2,488.00</b>
	pc	Coffee Maker	1	<b>2,388.00</b>	<b>2,388.00</b>
		----- <i>Nothing Follows</i> -----			
		Reference: PR No. 2023-10-0400 For the ODTOP-AMS			
		<b>TOTAL</b>			<b>4,876.00</b>

**(Total Amount in Words) FOUR THOUSAND EIGHT HUNDRED SEVENTY-SIX 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

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