

Supplier: <u>DESIGN CREST FURNITURE</u>	P.O. No.: <u>09-123-17</u>
Address: <u>Sta. Cruz Street, Quezon City</u>	Date: <u>September 20, 2017</u>
Mode of Procurement: <u>Shopping</u> <b>17-09-0124</b>	

Gentlemen:

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

Place of Delivery: <u>For official use of PDCD.</u>	Delivery Term: <u>Seven (7) calendar days</u>
Date of Delivery: _____	Payment Term: _____

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Total Amount
	pieces	7 pieces - Filing/storage cabinet, steel with 2 sliding doors Approximate: W(850mm), D(400mm), H(1850mm) <i>x-x-x-x nothing follows x-x-x-x-x</i>	7	7,500.00	52,500.00
				TOTAL	52,500.00

(Total Amount in **FIFTY-TWO THOUSAND FIVE HUNDRED PESOS**)

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: JAYSON DANILDEF  
Signature over Printed Name of Supplier  
Date: 10/13

Very truly yours,

SARAH GUTIERREZ-CAYONA  
Executive Director, PCAF  
Date: 9/20/17

Fund Cluster: <u>101</u>	ORS/BURS No.: <u>67-10107-207-09-146</u>
Funds Available: <u>P 52,500.00</u>	Date of the ORS/BURS: <u>9/20/17</u>
<u>MARIA DIVINA P. GONZALES</u> Chief Accountant	Amount: <u>P 52,500.00</u>