



Republic of the Philippines  
**Benguet State University**  
 2601 La Trinidad, Benguet

## PURCHASE ORDER

Supplier :	HEAVEN'S VALLEY FARMS AND GENERAL <b>MERCHANDISE</b>	P.O. No.	2023-04-PTT-132
Address :	La Trinidad, Benguet	Date:	APR 17 2023
TIN :		Mode of Procurement:	<b>NP-Small Value Procurement</b>
		P.R. No.	2023-03-420

Gentlemen,

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

Place of Delivery : <b>Canteen</b>	Delivery Term : <b>FOB Destination</b>
Date of Delivery : <b>15 days upon receipt of PO</b>	Payment Term : <b>within 30 Days after complete delivery</b>

Item No.	Stock / Property No.	Unit	ITEM	Quantity	Unit Cost	Total Amount	END-USER
1		Unit	Filing Cabinet - Lateral - 4 Layers - Color: Beige - With Central Lock - Gauge/Thickness 20 - 90Wx45Dx132.8Hcm - Legal(8.5"x13") Drawer Size - With handle and file divider	1	18,000.00	18,000.00	CANTEEN
			<b>Total</b>			<b>18,000.00</b>	

**Total Amount in Words : Eighteen Thousand 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 delay shall be imposed on the undelivered item/s.

Conforme :

Very truly yours,

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

**FELIPE SALAING COMILA**  
 University President

4-23-23  
 \_\_\_\_\_  
 Date

Fund Cluster : \_\_\_\_\_

Funds Available : \_\_\_\_\_

ORS/BURS No. : 2023-04-299  
 Date of ORS/BURS : APR 18 2023  
 Amount : 18,000

**IMELDA B. GALINATO**  
 Chief Accountant