

PURCHASE ORDER

SAINT SEBASTIAN UNIVERSITY
Jaya Raya

Supplier: Henry Bagkaliwangan Const. & Gep. Mdse

P.O. No.: 2024-03-149A

Address: Bt. Bonanza St., Bonanza, 12453, J. Raya

Phone: 021-2512345

TIN: 113-456-282-000

Mode of Procurement: Shopping

Requisitioner: Imus Campus

Gentlemen:

Enclosed is the order for the items listed below, subject to the terms and conditions contained herein.

TERMS AND CONDITIONS: All items must be delivered to the address above. Payment shall be made within 30 days of receipt of goods. The supplier shall be responsible for the accuracy of the items ordered.

Item No.	Description	Quantity	Unit	Remarks
1	Concrete	100	m ³	
2	Steel Reinforcement	50	kg	
3	Brick	1000	pieces	
4	Cement	50	bags	
5	Sand	100	m ³	
6	Gravel	100	m ³	
7	Waterproofing	10	rolls	
8	Paint	10	liters	
9	Plaster	100	m ²	
10	Roofing	100	m ²	

SAINT SEBASTIAN UNIVERSITY
Jaya Raya

[Signature]
Procurement Officer

Very truly yours,

[Signature]
HENRY BAGKALIWANGAN
UNIVERSITY PRESIDENT

Conforms:

[Signature]
Signature

Proc. Date: _____
Proc. Ref. No.: _____

REMARKS: _____

DATE: _____

TIME: _____

BY: _____

FOR: _____