



**PURCHASE ORDER**

**SUPPLIER: GPL TRADING OPC**  
**ADDRESS:** Blk 1 Lot 7 Phase E, Treelane 2 Subd., Bayan Luna III, Imus, Cavite

**P.O. No.:** 2024-12-317  
**DATE:** Dec. 13, 2024

**TIN:** \_\_\_\_\_  
**MODE OF PROCUREMENT:** NP-SMALL VALUE PROCUREMENT

Gentlemen:

Please furnish this Office the following article(s) subject to the terms and conditions contained herein.

Place of Delivery:		Delivery Terms: 30 CALENDAR DAYS	
Date of Delivery:		Payment Term: LLDAP	
STOCK NO.	UNIT	DESCRIPTION	TOTAL COST
	unit	Training table/writing table on wheels, built-in metal shelf; foldable table top for east storage; melamine lamination for heat and scratch resistance; material: 25mm MFC laminated board, metal frame available color/s: gray; dimensions (HxWxD): overall: 120 x 60 x 74cm	60 ₱ 10,200.00 ₱ 612,000.00
	set	Beddings set (single), micro satin jacquard silk feel 300 thread count 1 flat sheet, 1 fitted sheet, 2 standard pillow case	100 1,815.00 181,500.00
	set	Beddings set (queen), micro satin jacquard silk feel 300 thread count 1 flat sheet (94 x 108'), 1 fitted sheet (60 x 78) 2 standard pillow case (20 x 30)	25 3,299.00 82,475.00

**TOTAL AMOUNT IN WORDS:**

**EIGHT HUNDRED SEVENTY-FIVE THOUSAND NINE HUNDRED SEVENTY-FIVE PESOS ONLY ₱ 875,975.00**

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent (1%) for everyday of delay shall be imposed.

COMFORME:

*ANG UNDO TO KOGON CHIE*

Signature Over Printed Name of Supplier

*Jan 10, 2025*

Date

Very truly yours,



**REMELYN R. REQUIER, MNSA, CESO III**  
 DIRECTOR IV

FUNDS AVAILABLE:

**GILLIAN ROSE SALUIB**  
 OIC-CHIEF ACCOUNTANT

ORS/BUR No.: 2024-12-104

Amount: 12-18-24

Php. 875,975