

**PURCHASE ORDER**  
**CARAGA STATE UNIVERSITY**  
 Cabadbaran Campus  
 City of Cabadbaran, Agusan del Norte



Supplier: RDR TRADING  
 Address: Buenavista, Agusan del Norte  
 TIN:

P. O. No. 002-2023-03-162  
 Date: 19/05/2023  
 Mode of Procurement: NP SVP

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

Place of Delivery: Pick up from  
 Date of Delivery: within 60 days upon received P.O  
 Delivery Term:  
 Payment Term: within 60 days upon complete delivery


Stock No.	Unit	Description	Quantity	Unit Cost	Total Cost
	lot	Supply and Delivery of Customized (Office Table) Furniture and Fixture for CSUCC	1	550,000.00	550,000.00
	units	CUSTOMIZE OFFICE TABLE	4	10,000.00	
		Measurement: W60cm x L120cm x H80cm			
		Table top: 18mm thk laminated marine plywood color zeora wood oak			
		Edging: 1mm thk pvc edging strips			
		Lock: stainless drawer lock with 2 keys standard size			
		Handle: 6" solid stainless steel drawer handle (t bar design)			
		Center cover: 18mm thk laminated marine plywood color zeora wood oak			
		Side cover: 18mm thl laminated marine plywood color zeora wood oak			
		Leveler: adjustable plastic foot/leveler			
		Side cover: 18mm thl laminated marine plywood color zeora wood oak			
		Drawer: Sliding: 18mm thick Laminated marine, plywood white			
		Based board: 6mm thick Laminated marine Plywood white			
		Front Cover: 18mm thick marine plywood white			
		Lock: stainless drawer lock with 2 keys standard size			
		Handle: 6" solid stainless steel drawer handle (t bar design)			
		Drawer Guide: 18" x 45mm Ball Bearing slide rail heavy duty			
	units	CUSTOMIZED OFFICE TABLE DESK	10	9,000.00	
		Measurement: W60cm x L100cm x H80cm			
		Table top: 18mm thk laminated marine plywood color zeora wood oak			
		Frame: 5cm x 5cm x 1.50cm square tube legs auto finish paint black			
		Front cover: 18mm thk laminated marine plywood ( zeora wood oak ) with 1MM thk PVC edging strips			
		Side Cover: 18MM thk laminated marine plywood ( zeora wood oak ) with 1MM thk PVC edging strips			
	units	CUSTOMIZED FREESTANDING TABLE	50	7,120.00	
		Measurement: W50cm x L90cm x H80cm			
		Table top: 18mm thk laminated marine plywood color zeora wood oak			
		Edging: 1mm thk edging strips			
		Front cover: 18mm thl laminated marine plywood ( zeora wood oak ) with 1mm thk PVC edging strips			
		Side cover: 18mm thl laminated marine plywood ( zeora wood oak ) with 1mm thk			
	unit	CUSTOMIZE WOODEN CABINET	2	11,000.00	
		Measurement: W40 x L80 x H180cm			
		Top cover: 18mm thk. laminated marine plywood (zeora wood oak)			
		1mm thk pvc edging strips			
		Bottom: 2"x2" good lumber gray			
	unit	CUSTOMIZE STORAGE CABINET AND TABLE	1	16,000.00	
		Top board: 18mm thk marine plywood (white)			
		Cabinet door: 18mm thk marine plywood (white)			
		Drawer handle: 6" solid stainless steel drawer handle ( t-bar handle )			
		Side cover: 18mm thk marine plywood color white			
		Drawers: 18mm thk. laminated plywood color white with heavy duty drawer guide			
	unit	CUSTOMIZE STORAGE CABINET WITH GLASS DOOR	1	26,000.00	
		Top board: 18mm thk marine plywood color gray			
		Cabinet door: 4mm thk cabinet glass door with single push magnetic catch latch off white color			
		Side Board: 18mm marine plywood color gray			
		Shelves: 18mm thk. marine plywood color white			
		Base: 2"x2" good lumber			
		*****nothing follows*****			

Five Hundred Fifty Thousand pesos only. Total 550,000.00

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

Conforme:


  
 RDR TRADING  
 (Signature Over Printed Name of Supplier)  
 05/19/23  
 (Date)

Very truly yours,  
  
 DECMILA A. BASNIG, Ph.D.  
 Chancellor

As provided for in Sec. 62.1 of the IRR-A of RA 9184, I/We conform to the three (3) months warranty in case of supplies and one (1) year warranty in the case of equipment from the date the goods are completely delivered

\_\_\_\_\_  
 (Signature Over Printed Name of Supplier/Duly Authorized Representative)

Fund Cluster:  
 Funds Available:

  
 ARLENE D. GALES, CPA  
 Signature over Printed Name of Chief Accountant/  
 Head of Accounting Division/Unit

ORS/BURS No. : 27-05-0776  
 Date of the ORS/BURS: May 26, 2023  
 Amount: 550,000.00