



**RULACAN AGRICULTURAL STATE COLLEGE**  
**PURCHASE ORDER**

Document No. 2024-04-185  
Rev. No. 01  
Effective Date: 05/03/2019

Supplier: KOI INDUSTRIAL SUPPLY  
Address: ...  
Phone: ...  
PO No: 2024-04-185  
Date: 04/15/2024  
Mode of Procurement: Shopping

Comments: Please refer to the list of the following items subject to the terms and conditions contained herein.

Place of Delivery: \_\_\_\_\_ Delivery Term: 30 days  
Date of Delivery: \_\_\_\_\_ Payment Term: \_\_\_\_\_

Item No.	Unit	Description	Quantity	Unit Cost	Amount
1	PCS	Armchairs Brand: Unites Classmate "Tablet" Armchair Color: Brown Wood: Bamboo Material: Virgin Polypropylene PP Seat Height: 418 mm Seat Depth: 400 mm Seat Width: 400 mm Writing Board Height: 666 mm Backrest Height: 757 mm Writing Board Width: 249 mm Writing Board Depth: 630 mm Weight: 4.35 kg	300	1,500.00	450,000.00
2	units	Office Table with Drawer Modern Office Table with Drawer Color: Wenge Dimension: 1400mmx650mmx750mm with 3 drawers on the right with center drawer with one cabinet and one drawer on the left Material: Laminated Particle Board with PVC	10	9,300.00	93,000.00
Total:					453,000.00

**COMMISSION ON AUDIT  
RECEIVED**

**APR 17 2024**

SIGNATURE:

Total Amount in Words: Four Hundred Fifty Three Thousand Pesos Only

In case of failure to make the full payment within the time specified above, a penalty of one percent (1%) of one percent for every day of delay shall be imposed on the undervoted items.

Confirma:   
**KOI INDUSTRIAL SUPPLY**  
Signature Over Printed Name of Supplier  
4/16/2024  
Date

Very truly yours,  
**JAMESON H. TAN, CESE**  
Signature Over Printed Name of Authorized Officer  
SUC Procurement  
Designation

Fund Center: \_\_\_\_\_  
Fund Allocation: \_\_\_\_\_

**MA. DOLORES G. BERSAMINA**  
Accountant  
Supervisor/Chief Financial Officer/Chief Accountant/Head of Accounting Department

ORSBURS No. 01-24-9-310  
Date of the ORSBURS: 04/15/2024

Amount: ₱ 453,000.00