

**JOB ORDER**

Name and Description of Item  
**Supply of Calibration Services**

Calibration Services: 1unit Digital Multimeter, 1unit DC Voltmeter, 1unit AC Ammeter, 1unit DC Voltmeter & Ammeter, 1unit Sighting Theodolite Surveying Instrument, 1unit Sounding Auto Level, 1unit Digital Insulation, 2units DC Power Supply, 2units Precision Digital Multimeter, 1unit Digital Clamp Meter, 1unit Analog Multimeter

Contract No.

*Jatassi*  
**METROPHYSIKA INC.**  
 (12-10-2)

Contract Amount: **Php 42,500.00**

*[Signature]*  
**MENTAL**  
 Budget Officer

Inspected before the work started

*JACKSON B. DE CHAVEZ*

Inspected by in the job O/S

*JACKSON B. DE CHAVEZ*

**ENGR. GENARDO BALANE**

*[Signature]*

**PURCHASE ORDER**  
**Camarines Norte State College**  
 Entity Name

Supplier: <b>PHILCOPY CORPORATION</b> Address: <b>Altagor Soria Bldg. Macapagal Ft. Magarao Ave. Naga City</b> TIN: <b>009-169-318-0021</b>	P.O. No: <b>2021-11-0425</b> Date: <b>November 11, 2021</b> Mode of Procurement: <b>Small Value Procurement</b>
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Gentlemen:  
 Please furnish this Office the following articles subject to the terms and conditions contained herein


Place of Delivery: <b>CNSC - DAET (Supply Office)</b>	Delivery Term: <b>Full Destination</b>
Date of Delivery: _____	Payment Term: <b>n/30</b>

Stock/Property No.	Unit	Description	Quantity	Unit Cost	Amount
					16,128.00
1	Pcs	Toner Black	2	8,064.00	16,128.00
2	Pcs	Toner Cyan	2	14,560.00	29,120.00
3	Pcs	Toner magenta	2	14,560.00	29,120.00
4	Pcs	Toner Yellow	2	14,560.00	29,120.00
5	Pc	Maintenance Kit A	1	13,104.00	13,104.00
6	Pc	Maintenance Kit B	1	38,080.00	38,080.00
7	Pc	Maintenance Kit D	1	75,040.00	75,040.00
8	Pc	Maintenance Kit E	1	35,840.00	35,840.00
*For Kyocera Ecoys Multifunction Laser Peripheral TASKALFA 2553ci					
<b>Grand Total</b>					<b>265,552.00</b>

Two Hundred Sixty Five Thousand Five Hundred Fifty Two Pesos Only

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 of delay shall be imposed on the undelivered items.

Conforme.


  
**JOANNE VILLANUEVA**  
 Signature over Printed Name of Supplier  
12/16/21  
 Date

Very truly yours,

  
**DR. MARLO M. DE LA CRUZ, PECE**  
 Signature over Printed Name of Authorized Official  
**College President**  
 Designation

Fund Cluster: **05 - INTERNALLY GENERATED FUND**

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

  
**MADOLON B. LEE, CPA**  
 Signature over Printed Name of Authorized Official of  
 Accounting Division/Unit

ORS/BURS No.: \_\_\_\_\_

Date of the ORS/BURS: \_\_\_\_\_

Amount: \_\_\_\_\_

APB # 0328

DAC RES # 0375



NOV 15 2021



Management System  
ISO 9001:2015



SUPPLY AND PROPERTY MANAGEMENT

**JOB ORDER**

Control No. 12-21-031  
Date Dec 22, 2021

Name and Description of Item:  
**Supply of Services for Signing & Sealing Plans**

Nature of Work to be done:  
**1 lot Sign & Sealing of Electrical Plans for Completion of Academic Building, Entienza Campus.**

Conforms:  
**PHILIANS ENG'G & CONSTRUCTION SUPPLY**  
Contractor

Funds Available: Php: 80,000.00

**NIDA T. PIMENTEL**  
Budget Officer II

Inspected before the work started:

**JACKSON B. DE CHAVEZ**  
Inspection Officer

\_\_\_\_\_ Date

This is to certify that the work was completed in accordance with the specifications as per nature of work being asked for in the Job Order.

**JACKSON B. DE CHAVEZ**  
Inspection Officer

\_\_\_\_\_ Date

Received the item/s in good order:

**ROGER JAY L. DE VELA, Ph.D.**  
End User

Date: Jan 5, 2021



RECEIVED  
PROCUREMENT UNIT  
BY: \_\_\_\_\_ DATE: DEC 23 2021