



**PURCHASE ORDER**  
 GENERAL SERVICES AGENCY  
 DEPARTMENT OF ADMINISTRATION  
 GOVERNMENT OF GUAM

148 Route 1  
 Marine Drive  
 Piti, Guam 96925

**TRAN CODE**

THIS PURCHASE ORDER NUMBER

**No. P17EA05066**

MUST APPEAR ON ALL INVOICES  
 PACKING SLIPS, PACKAGES, B/L,  
 CORRESPONDENCE ETC.

F.O.B.	** AIR FREIGHT TEL. CONTACT	SHIP VIA:	DATE	JOB ORDER NO.	OBJ. CL.
			8/23/2017	290017202250	250

<b>VENDOR</b>	<b>TO:</b>	<b>VENDOR</b>	<b>SHIP TO</b>	CONSIGNEE, DESTINATION & MARKING
	M 80 SYSTEMS INC. DBA M-80 OFFICE SYSTEMS 310 W. RIE. E STE. 105 BARRIGADA, GU 96913 Telephone: 671 734-1680 Fax: 671 734-1682 Email:	M0862201		DEPT. OF LAND MANAGEMENT 690 SOUTH MARINE CORPS DR. ITC BUILDING SUITE 733 TAMUNING,, GU 96913-0000 DLM DIRECTOR'S OFFICE LSRF

*Recd 9/7/17*

AUTHORITY	** INVITATION NO.	** CONTRACT NO.	TIME FOR DELIVERY	EXPIRING	DISCOUNT TERMS:
3111 (c)			6-8 WK ARO		

ITEM	ARTICLES OF SERVICES	QTY	UNIT	UNIT PRICE	AMOUNT	DOCUMENT NUMBER	FAC
1	FILING CABINET, 18"D X 36"W X 65.25", 4 REC DR/ROUT, 1 FIXED, 9300P SERIES, UNIVERSAL FILING	2	EA	934.200	1868.40	Q172900064	
2	FILING CABINET, 18"D X 36"W X 54", 3 REC DR/ROUT, 1 FIXED, 9300P SERIES, UNIVERSAL FILING	1	EA	769.200	769.20		
3	OCEAN FREIGHT COST	1	LOT	650.650	650.65		
4	DELIVERY, HANDLING, INSTALLATION AND UNPACKING DISPOSAL	1	LOT	200.000	200.00		

POC: TERESA TOPASNA @ 649-5263

\*\*\* NOTHING FOLLOWS \*\*\*

NOTE:  
 THE GOVERNMENT OF GUAM WILL NOT BE RESPONSIBLE FOR 'UNAUTHORIZED' PURCHASES OR SERVICES.  
 Note: Amounts due this Purchase Order may be off set for monies due the Government of Guam inclusive of but not limited to taxes, fees, and returned checks other damages, penalties, and Attorney's fees, after failure to pay accordingly.  
 ALL LATE DELIVERIES AND ACCEPTANCES ARE SUBJECT TO THE LIQUIDATED DAMAGES CLAUSE IN SECTION 6101(9) (a) OF THE GAR.

SPECIAL INSTRUCTIONS TO VENDOR	3488.25	A. DO NOT FILL THIS ORDER IF YOUR TOTAL COST EXCEEDS THIS TOTAL.
B. SEND CERTIFIED ORIGINAL AND THREE (3) COPIES OF INVOICE TO DIVISION OF ACCOUNTS, DEPARTMENT OF ADMINISTRATION, GOVERNMENT OF GUAM, P.O. BOX 884, AGANA, GUAM 96910.	<b>↑ TOTAL ↑</b>	← INSERT CHANGES AND RETURN THIS ORDER FOR AMENDMENT
C. PAYMENT IN THIRTY (30) DAYS UPON RECEIPT OF MERCHANDISE IN GUAM IN GOOD CONDITION.		
D. THIS ORDER SUBJECT TO CONDITIONS ON REVERSE SIDE.		
E. ** THIS ORDER IS SUBJECT TO THE SPECIAL PROVISIONS, AND BID GENERAL TERMS AND CONDITIONS SPECIFIED ON THIS BID.		
F. * ON ALL AIR SHIPMENTS HAVE AIR FREIGHT COMPANY CALL THIS NUMBER UPON ARRIVAL OF GOODS IN GUAM.		

CONTRACTOR PLEASE SUPPLY PROMPTLY THE ABOVE ARTICLES OR SERVICES. ALL CORRESPONDENCE PERTAINING TO THIS ORDER INCLUDING INVOICES, SHIPPING DOCUMENTS AND PACKAGES MUST BEAR THE PURCHASE ORDER NUMBER SHOWN ABOVE. SEE REVERSE SIDE FOR PURCHASE ORDER TERMS AND CONDITIONS.	ADVANCE PAYMENT AUTHORIZATION	SIGNATURE: <i>Claudia S. Acfalle</i>
	PAYMENT ENCLOSED <input type="checkbox"/>	Claudia S. Acfalle Chief Procurement Officer



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THIS ORDER IS SUBJECT TO THE FOLLOWING TERMS AND CONDITIONS:							
1.	Acknowledgment copy of this order must be signed and returned advising approximate or definite shipping date.						
2.	No variation in any of the terms, conditions, deliveries, prices, quantity, quality, or specification on this order, irrespective of the wording of the seller's acceptance, will be effective without buyer's written consent.						
3.	Packing list must accompany each shipment, showing our order number, description and party serial number for each item.						
4.	Shipments must be identified as "PARTIAL" or "COMPLETE".						
5.	Material is subject to buyer's inspection and approval within a reasonable time after delivery; if specifications are not met, material shall be returned at seller's expense.						
6.	In connection with any prompt payment discount offered, time will be computed from date of delivery and acceptance at destination, or from the date the correct invoice or voucher is received in the office specified by the Government of Guam, if the latter is later than date of delivery and acceptance. Payment is deemed to be made, for the purpose of earning discount, on the date of the mailing of the check.						
7.	Overshipments, unless specifically authorized, will not be accepted.						
8.	In connection with bid awards and contracts, this purchase order shall be governed by the Special Provisions and Bid General Terms and Conditions as specified.						

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	PAYMENT ENCLOSED <input type="checkbox"/>	Claudia S. Acfalle Chief Procurement Officer

Control No.

ORIGINAL/VENDOR'S COPY



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	***** VENDOR ACKNOWLEDGMENT ***** RETURN TO SUPPLY MANAGEMENT DIVISION ***** DATE OF RECEIPT OF THIS ORDER <u>09-05-17</u> ***** SIGNATURE <u></u> Michel Romie II ***** ***** RECEIVING REPORT COPY ***** I CERTIFY THE ABOVE ARTICLES AND/OR SERVICES HAVE/HAS BEEN RECEIVED AND/OR RENDERED AND THE SAME HAS BEEN INSPECTED AND ACCEPTED EXCEPT AS OTHERWISE NOTED HEREIN. ***** DATE RECEIVED: _____ SIGNATURE: _____ ***** *****						

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SIGNATURE: <u></u> 9/5/17 Claudia S. Acfalle NAME TITLE Chief Procurement Officer		

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