



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. P17EAD3374

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
			9/01/2017	290017202230	230

**V
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TO:

FLORES, CECILLE A.
 SUITE 105 618 ROUTE 8
 BARRIGADA, GU 96913

Telephone: 671 734-1041 Fax: 671 734-1045
 Email: CECILLE@FLORESCOURTREPORTING.COM

*Recd
 PM 9/7/2017*

VENDOR

F0096753

**S
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O**

CONSIGNEE, DESTINATION & MARKING

DEPT. OF LAND MANAGEMENT
 690 SOUTH MARINE CORPS DR.
 ITC BUILDING SUITE 733
 TAMUNING,, GU 96913-0000

DLM DIRECTOR'S OFFICE LSRF

AUTHORITY 3112	** INVITATION NO.	** CONTRACT NO.	TIME FOR DELIVERY SEE BELOW	EXPIRING	DISCOUNT TERMS:
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ITEM	ARTICLES OF SERVICES	QTY.	UNIT	UNIT PRICE	AMOUNT	DOCUMENT NUMBER	FAC
	<p>BLANKET PURCHASE AGREEMENT FOR COURT REPORTING SERVICES, TO BE DRAWN ON AN AS NEEDED BASIS COMMENCING UPON RECEIPT OF PURCHASE ORDER AND EXPIRING ON 09/30/2017 OR UPON EXHAUSTION OF FUNDS WHICHEVER OCCURS FIRST.</p> <p>AUTHORIZED PERSONNEL: VIRGINIA FLORES JOSEPH B. CRUZ JR. TERESA TOPASNA *** NOTHING FOLLOWS ***</p> <p>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 of Guam inclusive of but not limited to taxes, fees, and returned checks other damages, penalties, and Attorney's fees, after failure to pay To be coordinated between the agency and vendor ALL LATE DELIVERIES AND ACCEPTANCES ARE SUBJECT TO THE LIQUIDATED DAMAGES CLAUSE IN SECTION 6101(9) (a) OF THE GAR.</p>				3333.33	Q172900052	

<p>SPECIAL INSTRUCTIONS TO VENDOR:</p> <p>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.</p> <p>C. PAYMENT IN THIRTY (30) DAYS UPON RECEIPT OF MERCHANDISE IN GUAM IN GOOD CONDITION.</p> <p>D. THIS ORDER SUBJECT TO CONDITIONS ON REVERSE SIDE.</p> <p>E. ** THIS ORDER IS SUBJECT TO THE SPECIAL PROVISIONS, AND BID GENERAL TERMS AND CONDITIONS SPECIFIED ON THIS BID.</p> <p>F. * ON ALL AIR SHIPMENTS HAVE AIR FREIGHT COMPANY CALL THIS NUMBER UPON ARRIVAL OF GOODS IN GUAM.</p>	3333.33	<p>A. <u>DO NOT</u> FILL THIS ORDER IF YOUR TOTAL COST EXCEEDS THIS TOTAL.</p> <p>← INSERT CHANGES AND RETURN THIS ORDER FOR AMENDMENT.</p>
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<p>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.</p>	<p>ADVANCE PAYMENT AUTHORIZATION</p> <p>PAYMENT ENCLOSED <input type="checkbox"/></p>	<p>SIGNATURE: <i>Claudia S. Acfalle</i> 9/1/17</p> <p>Claudia S. Acfalle <small>NAME</small> Chief Procurement Officer <small>TITLE</small></p>
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VENDOR	TO:	VENDOR	SHIP TO	CONSIGNEE, DESTINATION & MARKING
	FLORES, CECILLE A. SUITE 105 618 ROUTE 8 BARRIGADA, GU 96913 Telephone: 671 734-1041 Fax: 671 734-1045 Email: CECILLE@FLORESCOURTREPORTING.COM	F0096753		DEPT. OF LAND MANAGEMENT 590 SOUTH MARINE CORPS DR. ITC BUILDING SUITE 733 TAMUNING,, GU 96913-0000 DLM DIRECTOR'S OFFICE LSRF

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ITEM	ARTICLES OF SERVICES	QTY	UNIT	UNIT PRICE	AMOUNT	DOCUMENT NUMBER	FAC
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 part/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.						

SPECIAL INSTRUCTIONS TO VENDOR	3333.33	A. DO NOT FILL THIS ORDER IF YOUR TOTAL COST EXCEEDS THIS TOTAL.
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Control No.

ORIGINAL/VENDOR'S COPY



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3112			SEE BELOW		

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	* * * * * VENDOR ACKNOWLEDGMENT * * * * * RETURN TO SUPPLY MANAGEMENT DIVISION * * * * * DATE OF RECEIPT OF THIS ORDER <u>9/6/17</u> * * * * * SIGNATURE <u>[Signature]</u> * * * * *						
	* * * * * 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: _____ * * * * *						

SPECIAL INSTRUCTIONS TO VENDOR 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. 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.	3333.33	A. DO NOT FILL THIS ORDER IF YOUR TOTAL COST EXCEEDS THIS TOTAL ← INSERT CHANGES AND RETURN THIS ORDER FOR AMENDMENT.
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