



GUAM COMMUNITY COLLEGE

Bill/Ship TO MATERIALS MANAGEMENT SECTION
 P. O. Box 23069 GMF
 Barrigada, Guam 96921-3069
 1 Sesame St. Mangilao, Guam 96913
 Website: www.guamcc.edu
 Email: materialsmanagement@guamcc.edu
 Phone: 671.735.5540/2 Fax: 671.734.5238

Purchase Order Number

P2100652

Issue Date:

04/12/21

Delivery Date:

04/13/21

This Purchase Order Number must appear on all packages, shipping papers, correspondence, and invoices pertaining to the order. Please supply promptly the articles below or services. All invoices and statements must show the purchase order number to avoid delay in payment.

24 hour notice for large deliveries is recommended. Please call 671.735.5525 to make arrangements.

Billing Instructions: Send certified invoice with three (3) copies to Bill/Ship to address only.

Shipping Instructions: Make sure Bill/Ship to address appears on the crate or package. Invoice must accompany shipment.

Vendor:

B00140227
 The Home Depot
 Store 1710 Guam - Tamuning
 295 Chalan Pasaheru, Rt 10A
 Tamuning GU 96913

Ship To:

Materials Management
 PO Box 23069 GMF
 Barrigada GU 96921

ITEM	DESCRIPTION	QUANTITY	UOM	UNIT PRICE	EXTENDED AMOUNT
1	4007 Maintenance Equipment SKU 183476 Schlage Plymouth Satin Chrome Electronic Door Lock with Elan Door Lever *****FOR INTERNAL USE ONLY***** Requestor: [REDACTED] (EHS) FOAP: 30-1065-7250-66-P2103 (Maintenance Equipment) Requisition: R2100759 Location: Building 2000, 1st & 2nd Floor Doors	66.00	EA	139.0000	9,174.00
REMARKS:					
					DISCOUNT: .00
					ADDL CHARGES: .00
					TOTAL TAXES: .00
TOTAL AUTHORIZED					9,174.00

COMMUNITY COLLEGE USE ONLY

Procurement & Inventory Administrator

Vice President, Finance & Administration
 Certifying Officer

APR 15 2021

Date

President

VENDOR COPY (SEE REVERSE FOR CONDITIONS/INFORMATION)

SPECIAL CONDITIONS I INFORMATION

Telephone: (671) 735-5540; Fax: (671) 734-5238

I. **LOCAL ON-ISLAND VENDORS: (Unless otherwise indicated on Purchase Order)**

1. Each line item on the purchase order, which is not immediately available, must be delivered within thirty (30) days of receipt of purchase order. After the thirty-first day these items will be automatically cancelled, unless written justification is provided to the Materials Management Section to extend this time.
2. No substitute will be authorized, without prior written approval from the Procurement and Inventory Administrator, 735-5540.
3. All invoices/statements include the purchase order number, line item description and quantity delivered. The invoice must validate receipt of all goods.
4. Payments will be processed within thirty (30) days after receipt of proper invoice and receipt of each line item listed.
5. This purchase order will expire forty-five (45) days after date prepared.

II. **OFF-ISLAND VENDORS: (Unless otherwise indicated on the Purchase Order)**

1. All invoices/statements must include the purchase order number, line item description and quantities shipped.
2. Payments will be processed within thirty (30) days after receipt of invoice and verification of quantities shipped and received.
3. GUAM is a U.S. TERRITORY therefore U.S. MAIL SERVICE rates and U.S. CURRENCY apply to all transactions. We are also serviced by: "D.H.L.", "T.N.T.", "UPS" and Federal Express.
4. This purchase order will expire ninety (90) days after date prepared.
5. **GUAM COMMUNITY COLLEGE** is accredited by the Western Association of Schools and Colleges.