

Warehouse delivery schedule

Reception of Merchandise and/or Services. Suppliers for no reason must deliver another item or service that is not contemplated in the purchase order. If the purchase is COD (3 DAYS CASH), must first confirm with the Logistics Department, the date of delivery of the goods or services to ensure the payment process is made in a timely manner. Must present the ORIGINAL invoice with the delivery. If it is CREDIT, the supplier must present an ORIGINAL invoice together with the merchandise. **Merchandise reception hours: Monday, Wednesday and Friday from 7:00 a.m. to 2:30 p.m.**