## **PURCHASE ORDER**

**DILG REGIONAL OFFICE** 

Supplier:

Supplier : Address : FIN :	COMPAÑERO COMMERCIAL Butuan City		P.O. No. : Date : Mode of Procur	2018-10- % 24-Oct-18 ement :	Small Value
Gentlemen:  Please furnish this Office the following articles subject to the terms and conditions contained herein:					
Place of Delivery : DILG REGIONAL OFFICE Date of Delivery :			Delivery Term : on date Payment Term : 30 days		
	· ·		Payment	rem:	30 days
Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
1 2	pc box	BALLPEN BINDER CLIPS/BACKFOLD, 25mm	100	15.00	1,500.00
3	box	BINDER CLIPS/ BACKFOLD, 23mm	20 20	30.00 40.00	600.00 800.00
4	рс	CLEAR FOLDER, A4	100	30.00	3,000.00
5	pc	CLEAR FOLDER, legal	100	40.00	4,000.00
6	рс	CORRECTION TAPE	20	50.00	1,000.00
7	рс	DATA FILE BOX WITH COVER, double	30	380.00	11,400.00
8		MULTI-COPY PAPER, A4, 100gsm	100	250.00	25,000.00
9		MULTI-COPY PAPER, legal, 100gsm	100	280.00	28,000.00
10 11		POST-IT, with arrow head, transparent POST-IT, with Sign here, various colors	20	50.00	1,000.00
12		SIGN PEN, black	20 86	50.00 25.00	1,000.00 2,150.00
13		SIGN PEN, blue	86	25.00	2,150.00
	-			25.00	2,150.00
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PURPOS	E: SUPP	LIES OF 2017 PEACE AND ORDER COUNCIL (POC) PE	RFORMANCE AU	DIT ACTIVITY	
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		#NAME?			81,600.00
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 item/s.					
Conforme: Very truly yours,					
AND THE PARTY OF T					
COMPANERO COMMERCIAL LILIBETH A FAMACION, CESO III					
ignature over Printed Name of Supplier Authorized Official					
REGIONAL DIRECTOR					
Date					
			ORS/BURS No. <u>01-101101-2018-</u>		
unds Available	·:		Date of the ORS/BURS:		
		.,,	Amount ·		
ROCHE LYNNE L. CUNANAN			Amount :		
	Signa	ture over Printed Name of Head of Accounting Division/Unit			1
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**PURCHASE ORDER DILG REGIONAL OFFICE** 2018-10- 389B Supplier: **DATALAN COMMUNICATION SERVICES** P.O. No. : **Butuan City** Address: Date: 24-Oct-18 TIN: Mode of Procurement: **Small Value** Gentlemen: Please furnish this Office the following articles subject to the terms and conditions contained herein: Place of Delivery: **DILG REGIONAL OFFICE** Delivery Term: on date Date of Delivery: Payment Term: 30 days Stock/ Property **Unit Cost** Unit Description Quantity **Amount** No. BROTHER DCPT-700 INK (Magenta, Yellow, Cyan, and Black) 3 pcs 5,040.00 420.00 12 **PURPOSE: SUPPLIES** OF 2017 PEACE AND ORDER COUNCIL (POC) PERFORMANCE AUDIT ACTIVITY #NAME? 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 item/s. Conforme: DATALAN COMMUNICATION SERVICES Signature over Printed Name of Supplier norized Official ( REGIONAL DIRECTOR Date Fund Cluster : 01-101101 ORS/BURS No. <u>01-101101-2018-</u> -Funds Available : \_\_ Date of the ORS/BURS: \_\_\_\_\_

Signature over Printed/Name of Head of Accounting Division/Unit

Amount : \_