

PURCHASE ORDER

Department of Social and Welfare and Development
Field Office Region XIII CARAGA

Supplier Name: COMPANERO COMMERCIAL	Purchase Order No.: 23-05-0824
Address: Lopez Jaena St., Butuan City, Agusan del Norte	Date: 2023-05-31
TIN: _____	Mode of Procurement: Shopping
PhilGEPS No.: _____	

Gentlemen
Please furnish this office the following articles subject to the terms and conditions contained herein.

Place of Delivery: DSWD Caraga Regional Office, Capitol Site, Butuan City	Delivery Term: Within 30 Calendar Days After Receipt of Approved P.O.
Date of Delivery: _____	Payment Term: Within 30 Working Days After the Inspection and Acceptance Report is received

#	Unit	Description	Quantity	Unit Cost	Total Cost
1	BOX	Clip (Backfold, 19mm, 12 pcs per box)	68.00	15.00	1,020.00
2	BOX	Clip (Backfold, 25mm, 12 pcs per box)	68.00	25.00	1,700.00
3	BOX	Clip (Backfold, 50mm, 12 pcs per box)	68.00	75.00	5,100.00
4	BOX	Envelope (Expanding, Kraftboard, Legal size) with garter	38.00	1,400.00	53,200.00
5	BOX	Expanding Folder	30.00	1,450.00	43,500.00
6	BOX	Fastener (Short)	51.00	35.00	1,785.00
7	PC/S	Meta Cards (Cartolina) 4" x 8" (Assorted Color)	2250.00	1.00	2,250.00
8	PC/S	Puncher paper, heavy duty	40.00	150.00	6,000.00
9	BOX	Storage Box (Plastic, 120 L capacity)	50.00	980.00	49,000.00
10	PC/S	LED Light Bulb 9 watts LED pin light bulb	10.00	135.00	1,350.00
11	REAM/S	Bond Paper A3	30.00	430.00	12,900.00
12	BOX	Folder with Tab, legal (white)	30.00	600.00	18,000.00
13	BOX	Paper Clip vinyl/plastic coated, 50mm	5.00	25.00	125.00
14	BOX	Pencil (Lead, w/ eraser, 12 pcs per box)	10.00	50.00	500.00
15	BOX	Rubber Band no. 18 (box)	5.00	200.00	1,000.00
16	PC/S	Scissors symmetrical/assymetrica	30.00	50.00	1,500.00
17	BOX	Staple Wire (#35)	60.00	35.00	2,100.00
18	PC/S	Stapler (w/ Remover) No. 35	30.00	110.00	3,300.00
19	PC/S	Double Sided Tape 1-1/2 x 10m	20.00	55.00	1,100.00
20	PC/S	Marker whiteboard, felt tip, bullet type, black	33.00	30.00	990.00
21	PC/S	Arch File Folder Portrait Legal	50.00	110.00	5,500.00
22	pack	Battery drycell, AAA	9.00	70.00	630.00

(Total Amount in Words) **TWO HUNDRED TWELVE THOUSAND FIVE HUNDRED FIFTY PESOS ONLY** **TOTAL 212,550.00**

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.

Conforme:

[Signature]
IANCEL L. RAMOS
Signature Over Printed Name of Supplier
Date: 6/2/23

Very truly yours,

[Signature]
MARI-FLOR A. DOLLAGA-LIBANG
Signature Over Printed Name of Authorized Official
Regional Director
Designation

Fund Cluster: 02
Fund Available: _____

[Signature]
GRETCHEN FERNANDEZ ESCALA
Signature Over Printed Name of Chief Accountant/Head of Accounting Division/Unit
Date: 6/1/23

DV No.: 23-05-6111 Date: 5/31/23
ORS/BURS No.: 7306-6910 Date: 6/6
Source of Funds: KC-60P
UACS Code: 70203010W
Responsibility Center: 00016-01-01-02-02
Amount: 212,550.00

This agency adheres to "NO GIFT ALLOWED" policy pursuant to the provision of R.A 6713 known as the Code of Conduct and Ethical Standards for Public Official and Employees.

** To track your Voucher/Payment you may send in the following PO [SPACE] PURCHASE ORDER NUMBER and send to 09560847559 **

OFFICE OF THE AUDITOR
RECEIVED
DATE: 6/9/2023
BY: *[Signature]*
TIME: _____