

PURCHASE ORDER

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

Supplier Name: MICROTRADE GCM CORPORATION	Purchase Order No.: 23-06-1055
Address:	Date: 2023-06-29
TIN:	Mode of Procurement: NP Small Value Procurement
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	UNIT/S	External Hard Drive 1TB SSD - Verbatim	5.00	3,980.00	19,900.00
"Office Equipment: Social Pension Program Management Office - Office Equipment"					

COMMISSION ON AUDIT
OFFICE OF THE AUDITOR
RELEASED
DATE: 7/10/23
BY: [Signature]

(Total Amount in Words) **NINETEEN THOUSAND NINE HUNDRED PESOS ONLY** **TOTAL** **19,900.00**

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: **Very truly yours,**

[Signature]
DAISY M. DALAPO
ACCOUNT EXECUTIVE
Signature Over Printed Name of Supplier
7-7-23
Date

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

Fund Cluster: <u>W1</u>	DV No.: <u>23-06-8002</u> Date: _____
Fund Available: _____	ORS/BIURS No.: <u>23-07-8457</u> Date: _____
<u>[Signature]</u> GRETCHEN FERNANDEZ ESCALA Signature Over Printed Name of Chief Accountant/Head of Accounting Division/Unit	Source of Funds: <u>101</u>
	UACS Code: <u>0020321000</u>
	Responsibility Center: <u>00046-0101-04-02</u>
	Amount: <u>₱ 19,900</u>

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 text in the following PO [SPACE] PURCHASE ORDER NUMBER and send to 09560847559 **