

PURCHASE ORDER

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

Supplier Name: FAST TECH COMPUTER PARTS AND ACCESSORIES SHOP	Purchase Order No.: 23-08-1392
Address: BUTUAN CITY	Date: 2023-08-24
TIN: 708-896-741-000	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 Working 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	PC/S	Laptop Charger TRAVELMATE MODEL N19Q7 P214 SERIES (3PCS) ACER ASPIRE 5 A514-54-59LK/ CORE I5(1PC) TMP414-51-74K6 NOTE(1PC)	5.00	1,500.00	7,500.00

COMMISSION ON AUDIT
OF THE REGIONAL GOVERNMENT
OFFICE OF THE REGIONAL DIRECTOR
RECEIVED
DATE: 9/14/2023 TIME: _____
BY: _____

"Equipment: PURCHASE REQUEST OF ICT EQUIPMENT FOR CIS OPERATION"

(Total Amount in Words)	SEVEN THOUSAND FIVE HUNDRED PESOS ONLY	TOTAL	7,500.00
-------------------------	---	-------	-----------------

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,**

Bernie C. Sando
Fast Tech Computers
Marketing Staff
009363116074
Signature Over Printed Name of Supplier
Date: 9/1/23

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

Fund Cluster: _____	DV No.: <u>23-08-11257</u> Date: <u>8/24/23</u>
Fund Available: _____	CRS/BURS No.: <u>23-08-11605</u> Date: <u>8/29/23</u>
GRETCHEN FERNANDEZ ESCALAR Signature Over Printed Name of Chief Accountant/Head of Accounting Division/Unit Date: <u>8/31</u>	Source of Funds: <u>101</u>
	UACS Code: <u>5070721008</u>
	Responsibility Center: <u>00016-01-01-01-03</u>
	Amount: <u>7,500</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 **

RECEIVED

DATE: 8/29/23
TIME: 9:15 am
BY: _____