

**PURCHASE ORDER**

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

Supplier Name: <b>MID-TOWN COMPUTER AND SERVICES</b>	Purchase Order No.: <b>23-06-0871</b>
Address: <b>Lopez Jaena St., Butuan City</b>	Date: <b>2023-06-06</b>
TIN: <b>929-755-615-000</b>	Mode of Procurement: <b>NP Small Value Procurement</b>
PhilGEPS No.: _____	

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

Place of Delivery: <b>DSWD Caraga Regional Office, Capitol Site, Butuan City</b>	Delivery Term: <b>As Per Book Schedule After Receipt of Approved P.O.</b>
Date of Delivery: _____	Payment Term: <b>Within 30 Working Days After the Inspection and Acceptance Report is received</b>

#	Unit	Description	Quantity	Unit Cost	Total Cost
1	PC/S	Preventive Maintenance (For Cleaning and tune-up of ICT Equipment)(see attached specifications)	300.00	250.00	75,000.00

COMMISSION ON AUDIT  
DSWD FO XIII  
OFFICE OF THE AUDITOR  
**RECEIVED**

DATE: 6/13/2023 TIME: \_\_\_\_\_  
BY: \_\_\_\_\_

ACCOUNTING SECTION  
Date: 6/7/23  
Time: 10:50 AM  
By: \_\_\_\_\_

**"Repair : Preventive Maintenance for ICT Equipment"**

(Total Amount in Words)	<b>SEVENTY-FIVE THOUSAND PESOS ONLY</b>	<b>TOTAL</b>	<b>75,000.00</b>
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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]*  
**DULLFUSS M. NOLKORA**  
Signature Over Printed Name of Supplier  
06/09/23  
Date

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

Fund Cluster: <u>W1</u>	DV No.: <u>23-06-6600</u> Date: _____
Fund Available: _____	ORS/BURS No.: <u>23-06-6977</u> Date: _____
<u><i>[Signature]</i></u> <b>GRETCHEN FERNANDEZ ESCALA</b> Signature Over Printed Name of Chief Accountant/Head of Accounting Division/Unit	Source of Funds: <u>W1</u>
<u>6/7</u>	UACS Code: <u>5021305003</u>
	Responsibility Center: <u>0006-01-04-02</u>
	Amount: <u>₱ 75,000</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 my text in the following **PO [SPACE] PURCHASE ORDER NUMBER** and send to 09560847559 \*\*