

PURCHASE ORDER

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

Supplier Name: NAVSON NON-SPECIALIZED WHOLESALE TRADING	Purchase Order No.: 24-09-1799
Address:	Date: 2024-09-30
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 15 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	Arch File Folder Landscape LegalBlue	500.00	100.00	50,000.00
2	ROLL/S	Packaging Tape (48 mm) - brown 100 m	40.00	35.00	1,400.00

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



DATE: 10/2/24 TIME: _____
BY: _____

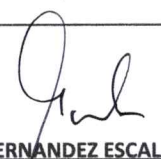
"Office Supplies: OFFICE SUPPLIES MONTH OF SEPTEMBER 2024"

(Total Amount in Words)	FIFTY-ONE THOUSAND FOUR HUNDRED PESOS ONLY	TOTAL	51,400.00
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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,

 <u>Sharmaine T. Paring</u> Signature Over Printed Name of Supplier <u>10-29-24</u> Date	 MARI-FLO R. A. DOLLAGA-LIBANG Signature Over Printed Name of Authorized Official Regional Director Designation
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Fund Cluster: _____	DV No.: <u>24-09-1799</u>	Date: <u>9/30/24</u>
Fund Available: _____	ORS/BURS No.: <u>24-09-1799</u>	Date: <u>9/30/24</u>
 GRETCHEN FERNANDEZ ESCALA Signature Over Printed Name of Chief Accountant/Head of Accounting Division/Unit <u>10/2/24</u>	Source of Funds: _____	
	UACS Code: <u>1020201000</u>	
	Responsibility Center: <u>00016-21-9-9-01-02</u>	
	Amount: <u>51,400.00</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 ****