

PURCHASE ORDER

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

Supplier Name: <u>The Potter's House by Chin Yu</u>	Purchase Order No.: <u>24-09-1805</u>
Address: <u>J. Satorre St., Holy Redeemer, Butuan City</u>	Date: <u>2024-09-30</u>
TIN: <u>287-465-176-0000</u>	Mode of Procurement: <u>NP Small Value Procurement</u>
PhilGEPS No.: _____	

Gentlemen

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

Place of Delivery: <u>DSWD Caraga Regional Office, Capitol Site, Butuan City</u>	Delivery Term: <u>Within 30 Calendar Days After the receipt of final and approved lay-out or design</u>
Date of Delivery: _____	Payment Term: <u>Within 30 Working Days After the Inspection and Acceptance Report is received</u>

#	Unit	Description	Quantity	Unit Cost	Total Cost
1	PC/S	Ballpoint Pen KALAH-CIDSS Advocacy Custom Ballpoint pen - Ballpoint Pen with DSWD, KC, and Bagong Pilipinas Logos (with wooden/plastic case)	132.00	245.00	32,340.00
2	PC/S	Folder KALAH-CIDSS Customized Folder - Folder for Advcacy Materials and Documents - C2S 300GSM (Specs and layout in attachment)	100.00	60.00	6,000.00
3	PC/S	Umbrella (Big) KALAH-CIDSS Advocacy Umbrella - Double canopy umbrella (39 inches end-end) colors: white, blue, green, yello, red) 20 pcs each color - 10 ounce (specs and layout in attachment)	100.00	280.00	28,000.00

ACCOUNTING SECTION
RECEIVED
DATE: 10/4/24
TIME: 1:56p

COMMISSION ON AUDIT
OFFICE OF THE AUDITOR
RECEIVED
DATE: 10/2/24
BY: _____
TIME: _____

"Printing : KALAH-CIDSS IEC Materials and Advocacy Collaterals "

(Total Amount in Words)

SIXTY-SIX THOUSAND THREE HUNDRED FOURTY PESOS ONLY

TOTAL

66,340.00

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.

Very truly yours,

Conforme:

Sheena Mae Akombsaga
Signature Over Printed Name of Supplier
Date: 10/28/24

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

Fund Cluster: 02

Fund Available: _____

GRETCHEN FERNANDEZ ESCALA
Signature Over Printed Name of Chief Accountant/Head of Accounting Division/Unit

DV No.: 24-09-15378 Date: 9/30/24
ORS/BURS No.: 24-09-1519 Date: 9/30/24
Source of Funds: KC-WB
UACS Code: 50299610W
Responsibility Center: 00016-01-01-02=02
Amount: ₱ 66,340.00

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