

**PURCHASE ORDER**

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

Supplier Name: <b>LG SUPPLIES AND GENERAL MERCHANDISE</b>	Purchase Order No.: <b>25-03-0254</b>
Address: <b>Butuan City</b>	Date: <b>2025-03-05</b>
TIN: <b>426-126-567-000</b>	Mode of Procurement: <b>NP Small Value Procurement</b>
PhilGEPS No.: <b>320100</b>	

**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>Within 15 Working Days 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	Table 120WX60DX75H CM - Office table OFT-1201P BEACH	2.00	6,000.00	12,000.00
<div data-bbox="762 987 1236 1288" data-label="Image"> </div>					
<b>"Furnitures and Fixtures: Procurement of Furniture and Fixture and Equipment"</b>					
(Total Amount in Words) <b>TWELVE THOUSAND PESOS ONLY</b>				<b>TOTAL</b>	<b>12,000.00</b>

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.

Conforms: **MICHAEL ANGELO B. CORDERO**  
 OPERATION MANAGER  
 09264126559

Very truly yours,

Signature Over Printed Name of Supplier  
 \_\_\_\_\_  
 3/6/25  
 Date

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

Fund Cluster: **131**  
 Fund Available: \_\_\_\_\_

DV No.: **25-0-2400** Date: \_\_\_\_\_  
 ORS/BURS No.: **25-0-2423** Date: \_\_\_\_\_  
 Source of Funds: **101**  
 UACS Code: **08032204**  
 Responsibility Center: **00016-07-04-00**  
 Amount: **12,000**

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

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 \*\*