

**PURCHASE ORDER**  
Office of the Regional Prosecutor  
Region XI

Supplier: **DELSAN OFFICE SYSTEM**  
Address: Door 4, Ramona Bldg., Km. 7 Lanang, Davao City

P.O. No.: 2020-OCT-03  
Date: 1-Oct-20  
Mode of Procurement: Direct Contracting  
RIS No./s.:

**Gentlemen:**

Please furnish this office the following articles subject of the terms and conditions contained therein.

Place of Delivery: Office of the Regional Prosecutor  
Region XI

Delivery Term: Pick-up

Date of Delivery: 10 working days upon receipt of approved P.O.

Payment Term: SEND BILL

Item No.	Unit	Quantity	Description	Unit Cost	Amount
<b>OFFICE SUPPLIES</b>					
1	tubes	7	Toner, for Samsung Pro-Express, 4070FR =====	8,500.00	59,500.00
<b>TOTAL</b>					<b>59,500.00</b>

(Total Amount in Words) **Fifty Nine Thousand Five Hundred and 00/100 pesos only**  
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: KRP DELSAN OFFICE SYSTEM  
(Signature over printed name)  
Date: 10/01/2020

Very truly yours,  
**JANET GRACE B. DALISAY-FABRERO**  
Regional Prosecutor

(In case of Negotiated Purchase pursuant to Section 369 (a) of R.A. 7160, this portion must be accomplished.)  
Approved per Sanguniang Res. No. \_\_\_\_\_  
Certified Correct: \_\_\_\_\_ Date: \_\_\_\_\_

**COA ROXI RECEIVED**  
NGS 4, TEAM RII-II  
BY: ALTHEA GRACE A. ALVAREZ  
DATE/TIME: SAE I  
10/05/2020