

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

Supplier: **STARBRIGHT OFFICE DEPOT**

P.O. No.: 2020-OCT-007

Address: V. Mapa Street, Davao City

Date: OCT 07 2020

Mode of Procurement SHOPPING

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: \_\_\_\_\_

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

Payment Term: SEND BILL (ADA)

Item No.	Unit	Quantity	Description	Unit Cost	Amount
<b>OFFICE SUPPLIES</b>					
1	PACKS	12	BATTERY, HD, AA, 2's	36.00	432.00
2	REAMS	550	BOOKPAPER, SUBS. 24, WHITE, LONG	197.00	108,350.00
3	BOXES	5	CARBONPAPER, FILM, LONG	115.70	578.50
4	PIECES	100	CORRECTION TAPE, 8m	14.85	1,485.00
5	PIECE	1	EXTERNAL HARD DRIVE, 1TB	3,380.00	3,380.00
6	PIECES	30	FLASH DRIVE, 16GB	255.75	7,672.50
7	PIECES	10	MARKER, FLUORESCENT, YELLOW/GREEN	15.80	158.00
8	BOXES	50	PAPER FASTENER, PLASTIC COATED, 50's	24.00	1,200.00
9	BOTTLES	24	PRINTER INK, EPSON, 664, CYAN	292.50	7,020.00
10	BOTTLES	24	PRINTER INK, EPSON, 664, MAGENTA	292.50	7,020.00
11	BOTTLES	24	PRINTER INK, EPSON, 664, YELLOW	292.50	7,020.00
12	BOTTLES	5	PRINTER INK, EPSON, 003, BLACK	294.00	1,470.00
13	BOXES	12	PRINTER RIBBON, FOR EPSON LX-300	136.80	1,641.60

=====

**TOTAL 147,427.60**

*(Total Amount in Words) One Hundred Forty Seven Thousand Four Hundred Twenty Seven and 60/100 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:

  
ANDRESA-FER DURAN

Very truly yours,

**JANET GRACE B. DALISAY-FABRERO**

Regional Prosecutor

(Signature over printed name)

Date

(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: \_\_\_\_\_

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

Supplier: **STARBRIGHT OFFICE DEPOT**  
Address: V. Mapa Street, Davao City

P.O. No.: 2020-OCT-008  
Date: OCT 07 2020  
Mode of Procurement: SHOPPING  
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: \_\_\_\_\_  
Date of Delivery: 10 days upon receipt of approved P.O. Payment Term: SEND BILL (ADA)

Item No.	Unit	Quantity	Description	Unit Cost	Amount	
<b>OFFICE SUPPLIES</b>						
1	BOXES	11	PRINTER RIBBON, FOR EPSON LX-310	126.90	1,395.90	
2	PIECES	96	SIGN PEN, 0.5mm, BLACK	18.00	1,728.00	
3	ROLLS	29	TAPE, TANSARENT, 1"	7.00	203.00	
					<b>TOTAL</b>	<b>3,326.90</b>

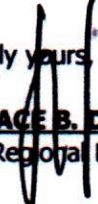
(Total Amount in Words) *Three Thousand Three Hundred Twenty Six and 90/100 pesos only*

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:

  
ANDRESA-FER DURAN  
 (Signature over printed name)  
OCT 08 2020  
 Date

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: \_\_\_\_\_