

PURCHASE ORDER
Office of the Regional Prosecutor
Region XI

Supplier: GH OFFICE DEPOT

P.O. No.: 2021-05-01

Address: Monteverde Street, Davao City

Date: 11-May-21

Mode of Procurement S V P

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
OFFICE SUPPLIES					
1	PC	360	BALLPEN, FINE POINT, BLACK	3.00	1,080.00
2	PC	80	BALLPEN, FINE POINT, BLUE	3.00	240.00
3	PC	60	BALLPEN, FINE POINT, RED	3.00	180.00
4	REAM	50	BONDPAPER, SUBS. 16, LONG, GREEN	207.50	10,375.00
5	REAM	50	BONDPAPER, SUBS. 16, LONG, PINK	207.50	10,375.00
6	REAM	200	BONDPAPER, SUBS. 16, LONG, WHITE	121.00	24,200.00
7	PC	10	DATER, SELF INKING, SMALL	298.90	2,989.00
8	SET	10	DOCUMENT BOX, LONG, HB, W/ COVER	309.60	3,096.00
9	PC	10	EMERGENCY LIGHT, LED, TWIN LIGHT, 220 VOLTS	1,494.70	14,947.00
10	SET	2	EXTENSION WIRE, #16, 5-8 METERS, 3-GANG	1,158.80	2,317.60
11	TUBE	30	FLUORESCENT TUBE, LONG SIZE, LED	270.00	8,100.00
12	PACK	10	INDEX CARD, 3X5 IN., 100's	22.80	228.00
13	PC	38	SIGN PEN, 1.0mm, BLACK	75.70	2,876.60
14	PC	30	STAMP, SELF INKING, 22mm x 58mm	465.80	13,974.00
15	PACK	15	STICKER PAPER, A4, WHITE, 10's	26.90	403.50
16	PC	18	STORAGE BOX, 2WHD	104.20	1,875.60
				TOTAL	97,257.30

(Total Amount in Words) **Ninety Seven Thousand Two Hundred fifty Seven and 30/100 pesos only**

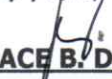
In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed.

Conforme:


Grace D. Polpol
 (Signature over printed name)

 Date 5-15-2021

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: Sherry del castro
 DATE/TIME: 05/18/2021