

PURCHASE ORDER
Office of the Regional Prosecutor
Region XI

Supplier: GH OFFICE DEPOT

P.O. No.: 2021-05-02

Date: 11-May-21

Address: Monteverde Street, Davao City

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
OFFICE SUPPLIES					
1	PC	12	CALCULATOR, COMPACT, 12 DIGITS, LCD	334.80	4,017.60
2	PC	100	CARTOLINA, ASSORTED COLORS	4.90	490.00
3	CAN	12	DISINFECTANT, AEROSOL, 400gms	312.60	3,751.20
4	PC	1,000	ENVELOP, DOC, FOR A4 SIZE DOCUMENT	1.30	1,300.00
5	PC	5,000	ENVELOP, DOC, FOR LEGAL SIZE DOCUMENT	1.80	9,000.00
6	PC	800	FOLDER, PRESSBOARD, GREEN	10.30	8,240.00
7	PC	400	FOLDER, FOR A4 SIZE DOCUMENT	4.00	1,600.00
8	PC	5,000	FOLDER, FOR LEGAL SIZE DOCUMENT	4.30	21,500.00
9	PC	30	MARKER, PERMANENT, BULLET TIP, BLACK	10.80	324.00
10	PC	25	MARKER, PERMANENT, BULLET TIP, BLUE	10.80	270.00
11	PC	25	MARKER, PERMANENT, BULLET TIP, RED	10.80	270.00
12	REAM	500	PAPER, MULTI-PURPOSE, A4, WHITE, 70gsm	144.20	72,100.00
13	REAM	800	PAPER, MULTI-PURPOSE, LEGAL, WHITE, 70gsm	164.50	131,600.00
14	BOX	12	RUBBERBAND, #18, 70mm	115.80	1,389.60
15	BOTTLE	20	STAMP PAD INK, PURPLE/BLACK, 50ml	16.50	330.00
16	PC	20	STAMP PAD, FELT, 60mm x 100mm	24.30	486.00
				TOTAL	256,668.40

(Total Amount in Words) **Two Hundred Fifty Six Thousand Six Hundred Sixty Eight and 40/100 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:

Grato L. Polpol

Very truly yours,

JANET GRACE B. DALISAY-FABRERO

(Signature over printed name)

Regional Prosecutor

Date 5/15/2021

(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 RH II

BY: *stevy del castro*

DATE/TIME: 5/18/2021

PURCHASE ORDER
Office of the Regional Prosecutor
Region XI

Supplier: <u>GH OFFICE DEPOT</u>	P.O. No.: <u>2021-05-02</u>
Address: <u>Monteverde Street, Davao City</u>	Date: <u>11-May-21</u>
	Mode of Procurement: <u>Shopping</u>
	RIS No./s.: _____

Gentlemen:

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

Place of Delivery: <u>Office of the Regional Prosecutor Region XI</u>	Delivery Term: _____
Date of Delivery: <u>10 days upon receipt of approved P.O.</u>	Payment Term: <u>SEND BILL (ADA)</u>

Item No.	Unit	Quantity	Description	Unit Cost	Amount
OFFICE SUPPLIES					
17	BOX	100	STAPLE WIRE, NO. 35, 5000's	24.90	2,490.00
18	ROLL	30	TAPE, PACKAGING, 2"	25.70	771.00
19	ROLL	30	TAPE, TRANSPARENT, 1"	12.20	366.00
20	ROLL	12	TWINE, PLASTIC, 1 kg	74.20	890.40
TOTAL					4,517.40

(Total Amount in Words) Four Thousand Five Hundred Seventeen and 40/100 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 L. 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: *[Signature]*
DATE/TIME: 05/15/2021