

**PURCHASE ORDER**

Republic of the Philippines

**DEPARTMENT OF JUSTICE****REGIONAL PROSECUTION OFFICE -REGION 1**

SAN FERNANDO CITY, LA UNION

Supplier: **PANDAYAN BOOKSHOP INC.**P.O. No. : **2022-04-0013**Address: **Lucero Bldg., Rizal Ave., San Fernando City, La Union**Date : **April 13, 2022**TIN: **002-857-329-089**Mode of Procurement: **Shopping 52.1 b  
Shopping**

Gentlemen:

Please furnish this Office the following articles subject to the terms and conditions contained herein:

Place of Delivery: **RPO1, Justice Hall, Sevilla, San Fernando City, LU**Delivery Term: **FOB DESTINATION**Date of Delivery: **60 calendar days**Payment Term: **SEND BILL**

STOCK/ PROPERTY NO.	UNIT	DESCRIPTION	QUANTITY	UNIT COST	AMOUNT
	piece	BALLPEN, BLACK, 0.5	1489	4.75	7,072.75
	piece	BALLPEN, BLUE, 0.5	772	4.75	3,667.00
	piece	BALLPEN, RED, 0.5	542	4.75	2,574.50
	piece	BULLDOG CLIP, 3", METAL	56	7.13	399.28
	book	COLUMNAR BOOK, 18 COLUMNS	1	44.65	44.65
	bottle	CORRECTION FLUID	4	32.30	129.20
	piece	CORK BOARD 36" x 24"	2	713.45	1,426.90
	piece	CORK BOARD 4'X5'	1	2,280.95	2,280.95
	roll	DOUBLE-SIDED TAPE, 1", (W/O FOAM)	72	36.10	2,599.20
	piece	DATING AND RECEIVING STAMP W/ INK MACHINE	5	1,876.01	9,380.05
	piece	DRY SEAL	3	3,766.75	11,300.25
	ream	DTR FORM 48 (1,000s)	15	209.00	3,135.00
	box	FASTENER, PLASTIC	360	47.26	17,013.60
	piece	FLASH DRIVE, 32 GB capacity	12	551.00	6,612.00
	piece	FLASH DRIVE, 128 GB capacity	14	831.00	11,634.00
	pack	FOLDER, TAGBOARD, LEGAL, BROWN (100/PACK)	11	380.00	4,180.00
	piece	FOLDER WITH SLIDE, COLOR: BLUE, FOR LEGAL DOCS	50	9.26	463.00
	piece	FOLDER WITH SLIDE, COLOR: PINK, FOR LEGAL DOCS	120	9.26	1,111.20
	piece	FOLDER WITH SLIDE, COLOR: VIOLET, FOR LEGAL DOCS	120	9.26	1,111.20
	pack	INDEX CARD 4x6	22	30.40	668.80
	pack	INDEX CARD 5x8	49	43.70	2,141.30
	piece	CARD BOARD FOR LEAVE CARD FORM	100	2.14	214.00
	piece	MARKER, PERMANENT, BROAD TYPE, black	24	38.95	934.80
	ream	MIMEO, LEGAL, white	190	151.05	28,699.50
	ream	ONION SKIN, long, white	118	201.40	23,765.20
	ream	PAPER, BOND, LEGAL, sub-16	326	167.20	54,507.20
	ream	PAPER, BOND, A4, sub-16	96	141.00	13,536.00
	pack	PAPER, A4, color: white, at least 200gsm (10/pack)	6	24.70	148.20

pack	PAPER, legal, color: pale cream, at least 200gsm (10/pack)	6	28.50	171.00
pad	PAPER, YELLOW RULED PAD	290	38.95	11,295.50
jar	PASTE	59	37.05	2,185.95
piece	TWIN MARKER	25	23.51	587.75
pack	STICKER PAPER (HIGH QUALITY) (10/pack)	3	43.23	129.69
pair	SCISSORS, 7.5 " STAINLESS STEEL	47	41.80	1,964.60
piece	SIGN PEN, LIQUID INK ROLLERBALL PEN, 1.0, BLACK	252	23.51	5,924.52
piece	SIGN PEN, LIQUID INK ROLLERBALL PEN, 1.0, BLUE	212	83.60	17,723.20
piece	SIGN PEN - RETRACTABLE GEL INK ROLLERBALL PEN, 0.7, BLACK	190	90.25	17,147.50
piece	SIGN PEN - RETRACTABLE GEL INK ROLLERBALL PEN, 0.7, BLUE	118	90.25	10,649.50
piece	SIGN PEN - RETRACTABLE GEL INK ROLLERBALL PEN, 0.5, BLACK	36	20.66	743.76
piece	SIGN PEN - RETRACTABLE GEL INK ROLLERBALL PEN, 0.5, BLUE	30	20.66	619.80
piece	STAMP, SELF INKING	12	1,050.46	12,605.52
bottle	STAMP PAD INK, RED, 50 ml	12	38.00	456.00
bottle	STAMP PAD INK, BLACK, 50 ml	5	38.00	190.00
box	STAPLE WIRE, 17 mm	35	59.85	2,094.75
box	STAPLE WIRE, #10	8	11.40	91.20
piece	STAPLER, BIG, LONG REACH	1	370.00	370.00
piece	STAPLER, STANDARD TYPE W/ BUILT-IN REMOVER	37	134.00	4,958.00
piece	IN AND OUT TRAY, STEEL, 2 LAYERS	2	372.40	744.80
piece	IN AND OUT TRAY, STEEL, 3 LAYERS	8	559.55	4,476.40
piece	WHITEBOARD 18" X 24"	1	461.70	461.70
piece	WHITEBOARD 24" X 36"	1	876.85	876.85
piece	WHITEBOARD 72" x 36"	1	4,586.60	4,586.60
piece	RIBBON FOR TYPEWRITER	19	34.20	649.80
piece	SURGICAL MASK, 3-ply, FDA approved	10353	1.92	19,877.76

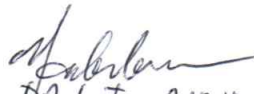
Three Hundred Thirty Two Thousand, Three Hundred Thirty One and 88/100

Php 332,331.88

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 on the undelivered item/s.

Conforme:

Very truly yours,

  
MICHAEL RAY T. CABUBURAC

(Signature over Printed Name of Supplier)

04/13/22

Date

  
**NONNATUS CAESAR R. ROJAS**  
Regional Prosecutor

Fund Cluster: \_\_\_\_\_

ORS/BURS No. : \_\_\_\_\_

Funds Available: \_\_\_\_\_

Date of the ORS/BURS: \_\_\_\_\_

Amount: \_\_\_\_\_

\_\_\_\_\_  
Signature over Printed Name of Chief  
Accountant/Head of Accounting Division/Unit

RECEIVED  
APR 8 2022  
Time