PURCHASE ORDER
Office of the Regional Prosecutor
Region XI

Supplier: **NEED INK SALES & SERVICES**	P.O. No.: PO-2022-TONER-SEM2-01
Address: Door 2, Tan Bldg., Dacudao Avenue, Davao City	Date: 23-Nov-22
	Mode of Procurement SHOPPING
	RIS No./s.: RIS-2022-TONER-SEM2-001

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:	Delivery
Date of Delivery:	10 working days upon receipt of approved P.O.	Payment Term:	**SEND BILL**

Item No.	Unit	Quantity	Description	Unit Cost	Amount
			OFFICE SUPPLIES		
1	tubes	8	Toner, for Samsung Pro-Express, 4070FR	**5,100.00**	**40,800.00**
			==========		
				TOTAL	***40,800.00***

(Total Amount in Words) ***Forty Thousand Eight 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:

VARGAS, ANTONETTE U.
(Signature over printed name)

11/25/2022
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: _____

COA ... RE... NG... M RII-II
BY: Shevery ... Castillo
DATE/TIME: 11/29/2022