



DEPARTMENT OF JUSTICE
National Prosecution Service
Region 02
Dalan Na Angicacua, Regional Government Center
Carig Sur, Tuguegarao City, Cagayan

COMMISSION ON AUDIT
OFFICE OF THE TEAM LEADER
REGION 02

RECEIVED

ALAA

Received by
Rodice
5/30/2022

PURCHASE ORDER

Supplier : ADILYNNE'S GENERAL MERCHANDISE	P.O. No. : 0002-05-2022
Address : Bonifacio St, Tuguegarao City, Cagayan	Date : May 26, 2022
TIN : _____	Mode of Procurement : Shopping

Gentlemen:

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

Place of Delivery : Dalan Na Angicacua, Regional Government Center, Carig Sur, Tuguegarao City, Date of Delivery : June 10, 2022	Delivery Term : within fifteen (15) calendar days Payment Term : _____
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Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
	ream	BATTERY, dry Cell, size AA	12	112.00	1,344.00
	ream	BOND PAPER,(COPY), Legal size, 80gsm	450	205.00	92,250.00
	ream	BOND PAPER,(COPY), A4 size, 80gsm	100	186.00	18,600.00
	piece	CLIP, backfold, 32mm, 12 pieces per box	50	2.20	110.00
	piece	CLIP, backfold, 50mm, 12 pieces per box	50	6.25	312.50
	piece	CORRECTION TAPE, 6 meters(min), 1 piece in individual plastic	100	18.00	1,800.00
	piece	Data File Box, made of chipboard, with close ends	50	135.00	6,750.00
	bottle	ENVELOPE, DOCUMENTARY, for Legal size document, 500 pieces per box	6	847.00	5,082.00
	piece	ENVELOPE, EXPANDING, PLASTIC, for legal size doc	200	65.00	13,000.00
	pack	FOLDER, Tagboard, Legal size, 100 pieces per pack	40	370.00	14,800.00
	box	FASTENER, for paper, metal, 50 sets per box	110	42.00	4,620.00
	jar	GLUE, all purpose, 300 grams min.	75	89.00	6,675.00
	piece	MARKER, permanent, bullet type, black	10	32.00	320.00
	piece	MARKER, whiteboard, felt tip, bullet type, black	10	50.00	500.00
	piece	Notebook, stenographer, 40 leaves	200	14.50	2,900.00
	box	Pencil, lead with eraser, wood cased, hardness:HB	10	45.00	450.00
	piece	SIGN PEN BLUE	300	20.00	6,000.00
	piece	SIGN PEN, Black	300	20.00	6,000.00
	pad	Stamp pad, felt, bed dimension:60mm x 100mm min	50	45.00	2,250.00
	bottle	Stamp Pad Ink, purple or violet 50ml (min.)	75	25.00	1,875.00
	box	Staple Wire, Standard, (26/6)	70	28.00	1,960.00
	roll	TAPE, packaging, 48mm, 50 meters length	35	65.00	2,275.00
	roll	TAPE, transparent, 24mm, 50 meters	40	30.00	1,200.00
	roll	Twine, plastic, one (1) kilo per roll	50	75.00	3,750.00
	bottle	INK CART, EPSON C13T6664100 (T6641), Black	60	239.00	14,340.00
	piece	Ballpen (Ordinary), Black	450	3.50	1,575.00
	pack	Board paper, 200gsm	50	45.00	2,250.00
	piece	File Box with cover	10	320.00	3,200.00
	pad	PAD PAPER, yellow, ruled	20	24.00	480.00
	pack	Photo Paper A4 size, 20 sheets per pack, 210gsm	6	75.00	450.00
		Nothing Follows			

(Total Amount in Words) Two Hundred Seventeen Thousand One Hundred Eighteen Pesos and Fifty Centavos **217,118.50**

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,

Signature over Printed Name of Supplier

ADILYNN'S CLOTHING MERCHANDISE
#36 BONIFAY
TUGUEGARAO CITY, TAGAYAN
CONTACT : 844-1199, 917-636-8614
Date: 5/26/2022

ROMMEL C. BALIGOD

Regional Prosecutor

Fund Cluster : _____

Funds Available : _____

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

ORS/BURS No. : _____

Date of the ORS/BURS: _____

Amount : _____