



PURCHASE ORDER

DEPARTMENT OF JUSTICE
REGIONAL PROSECUTION OFFICE REGION-XIII CARAGA



Entity Name

Supplier : SANDEES PRINT & COMPTUER	P.O. No. : 2022-10-025
Address : BUTUAN CITY	Date : October 24, 2022
TIN :	Mode of Procurement : SHOPPING (SEC. 52.1b)

Gentlemen:

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

Place of Delivery :	Regional Prosecution Office - Caraga, Butuan City	Delivery Term : 45 DAYS
Date of Delivery :		Payment Term : 30 DAYS SEND BILL

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
	piece	Ballpen, black	156	6.00	936.00
	piece	Ballpen, blue	80	6.00	480.00
	piece	Ballpen, red	40	6.00	240.00
	piece	Sign pen, liquid gel, refillable, black	100	20.00	2,000.00
	piece	Sign pen refill, black	50	16.00	800.00
		xxxxxxxxxxxxxxxxnothing followsxxxxxxxxxxxxxxxx			

(Total Amount in Words)	Four Thousand Four Hundred Fifty Six pesos.	TOTAL	₱4,456.00
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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:

Laarda Perita

Signature over Printed Name of Supplier

Date **10-25-22**

Very truly yours,

John S. Magdaraog

JOHN S. MAGDARAOG

Signature over Printed Name of Authorized

Regional Prosecutor

Designation

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 : _____