

PURCHASE ORDER

Department of Justice
Agency

Supplier: NEW SILAHIS OFFICE SUPPLIES TRADING	P.O. No.: 2023-08-032
Address: Peñaranda St., Legazpi City	Date : 08/25/2023
GIN : 413-094-471-000	Mode of Procurement: Shopping (Sec 52.1b)
Contact No. 09654332551	

Gentlemen:

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

Place of Delivery: RPO V, Hall of Justice, Rawis, Legazpi City	Delivery Term: 30 CD
Date of Delivery: September 24, 2023	Payment Term: N/30

Stock No.	Unit	DESCRIPTION	Quantity	Unit Cost	AMOUNT
011	pack	Battery, dry cell, AAA	5	80.00	400.00
010	pack	Battery, dry cell, AA	3	64.00	192.00
013	box	Carbon Film, Legal	7	450.00	3,150.00
014	box	Clip, backfold, 32mm	70	24.20	1,694.00
015	box	Clip, backfold, 50mm	70	64.00	4,480.00
019	piece	Data File Box	40	110.00	4,400.00
024	box	Envelope, Mailing, Long	100	269.00	26,900.00
089	Unit	External Hard Drive, 1TB	3	3,520.00	10,560.00
027	box	Fastener, Metal	70	40.00	2,800.00
029	box	Folder, Pressboard, Long	2	1,340.00	2,680.00
036	set	Marker, Flourescent asstd. color/pack	20	44.50	890.00
037	piece	Marker, whiteboard, black	75	35.00	2,625.00
038	piece	Marker, whiteboard, blue	74	35.00	2,590.00
255	Unit	Mouse, Optical	3	240.00	720.00
046	pad	Notepad, stick on, 3x3"	70	19.50	1,365.00
SIXTY-FIVE THOUSAND FOUR HUNDRED FORTY SIX PESOS					65,446.00

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,

per
FE B. BALANTES

MARY MAY B. DE LEOZ
MARY MAY B. DE LEOZ

Signature over Printed Name of Supplier

Signature over Printed Name of Authorized Official

8/25/23
Date

Regional Prosecutor
Designation

Fund Cluster: _____

ORS/BURS No.: _____

Funds Available: _____

Date of the ORS/BURS: _____

Amount: _____

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