

**PURCHASE ORDER**  
Office of the Regional Prosecutor  
Region XI

Supplier: **Starbright Office Depot, Inc.**  
Address: V. Mapa Street, Davao City

P.O. No.: PO-2023-CUS-DBM-SEM2-04  
Date: 20-Jul-23  
Mode of Procurement Shopping  
RIS No./s.: RIS-2023-CUS-DBM-SEM2-01

**Gentlemen:**

Please furnish this office the following articles subject of the terms and conditions contained therein.

Place of Delivery: 4th Floor, Tolentino Building  
Candelaria Ave., Ecoland, Davao City  
Date of Delivery: 10 days upon receipt of approved P.O.

Delivery Term: \_\_\_\_\_  
Payment Term: SEND BILL (ADA)

Item No.	Unit	Quantity	Description	Unit Cost	Amount
<b>OFFICE SUPPLIES</b>					
1	BOXES	<b>15</b>	CLIP, BACKFOLD, METAL, 32mm, 12's	<b>29.00</b>	<b>435.00</b>
2	PIECES	<b>77</b>	CORRECTION TAPE, MINIMUM OF 8M	<b>20.00</b>	<b>1,540.00</b>
3	PIECES	<b>150</b>	SIGN PEN, GEL, 0.5mm, BLACK	<b>16.00</b>	<b>2,400.00</b>
4	PIECES	<b>81</b>	SIGN PEN, GEL, 0.5mm, BLUE	<b>16.00</b>	<b>1,296.00</b>
5	ROLLS	<b>17</b>	TWINE, PLASTIC, 1 KG	<b>75.00</b>	<b>1,275.00</b>
				<b>TOTAL</b>	<b>6,946.00</b>

(Total Amount in Words) **Six Thousand Nine Hundred Forty-Six 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: \_\_\_\_\_  
CHERRY LYN MANGIN  
(Signature over printed name)  
Date: 7/22/23

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 ROXI  
**RECEIVED**  
NGS 4, TEAM RII-II  
BY: **SHEVERLY D. DEL CASTILLO**  
Office Clerk  
DATE/TIME: 7/24/23