



Republic of the Philippines  
Department of Justice  
NATIONAL PROSECUTION OFFICE VIII  
REGIONAL PROSECUTION OFFICE VIII  
Bulwagan ng Katarungan, Tacloban City

**RECEIVED**

Date : 6/19/23

Time : 10:06 am

Signature :

**PURCHASE ORDER**

Supplier : TACLOBAN TAP COMMERCIAL INC. Address : 26-28 P. Gomez St., Brgy. 19, Tacloban City TIN : 004-301-284-000	P.O. No. : (01)-2023-06-013 Date : June 16, 2023 Mode of Procurement : SHOPPING
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Gentlemen:

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

Place of Delivery : Regional Prosecution Office VIII, Bulwagan Ng Katarungan, Tacloban City Date of Delivery : Within fifteen (15) calendar days from receipt hereof.	Delivery Term : UNIT RELEASED UPON ISSUANCE OF BILLING STATEMENT
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Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
	bottle	ALCOHOL, Ethyl, 500 mL	70	80.00	5,600.00
	piece	SIGN PEN, Black, liquid or gel	35	20.00	700.00
	piece	SIGN PEN, Blue, liquid or gel	50	20.00	1,000.00
	piece	BROOM, Soft (Walis Tambo)	7	85.00	595.00
	piece	BROOM, Stick (Walis Ting-ting)	7	40.00	280.00
	can	CLEANSER, Scouring Powder, 350g	14	55.00	770.00
	piece	DUST PAN, rigid non-breakable plastic	6	55.00	330.00
	pack	TRASHBAG, black, 37" x 40", XL, 10 pieces per roll or pack	25	58.00	1,450.00
	piece	WASTEBASKET, rigid plastic	5	195.00	975.00
	box	FACE MASK, 3 ply, fifty (50) pieces per box	14	55.00	770.00
	box	CARBON FILM, Legal, 100 sheets per box	2	795.00	1,590.00
	box	STAPLE WIRE, heavy duty (binder type), 23/13	10	45.00	450.00
	roll	TAPE, masking, 24mm	10	38.00	380.00
	roll	TAPE, packaging, 48 mm	13	28.00	364.00
	roll	TAPE, transparent, 48 mm	20	28.00	560.00
	box	CLIP, backfold, 19mm	9	16.00	144.00
	box	CLIP, backfold, 25mm	9	25.00	225.00
	box	CLIP, backfold, 50mm	20	85.00	1,700.00
	piece	CORRECTION TAPE, 8 meters	50	21.00	1,050.00
	piece	DATA FILE BOX	10	155.00	1,550.00
	piece	DATA FOLDER	3	135.00	405.00
	box	ENVELOPE, Documentary, legal, 500 pieces per box	7	1,050.00	7,350.00
	box	ENVELOPE, Expanding, Kraft, 100 pieces per box	7	1,500.00	10,500.00
	pack	FOLDER with tab, legal, 100 pieces per pack	14	480.00	6,720.00
	box	PAPER CLIP, vinly/plastic coated, jumbo, 50mm	30	21.00	630.00
	piece	PUNCHER, paper, heavy duty	7	175.00	1,225.00
	box	RUBBER BAND No. 18, 350g	5	215.00	1,075.00
	pair	SCISSORS, symmetrical or asymmetrical	10	38.00	380.00
	piece	STAPLER, standard type	11	115.00	1,265.00
	ream	PAPER, MULTICOPY A4, 500 sheets per ream (80 GSM)	30	228.00	6,840.00
	ream	PAPER, MULTICOPY LEGAL, 500 sheets per ream (80 GSM)	100	248.00	24,800.00
	book	RECORD BOOK, 500 PAGES	20	105.00	2,100.00
	cart	INK CARTRIDGE, EPSON C13T664100 (T6641), Black	10	280.00	2,800.00
	cart	INK CARTRIDGE, EPSON C13T664200 (T6642), Cyan	10	280.00	2,800.00
	cart	INK CARTRIDGE, EPSON C13T664300 (T6643), Magenta	10	280.00	2,800.00
	cart	INK CARTRIDGE, EPSON C13T664400 (T6644), Yellow	10	280.00	2,800.00
					<b>94,973.00</b>

(Total Amount in Words) NINETY FOUR THOUSAND NINE HUNDRED SEVENTY THREE PESOS

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:

Signature over Printed Name of Supplier  
6/16/23  
Date

Very truly yours

IRWIN A. MARAYA  
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 : \_\_\_\_\_