



PURCHASE ORDER
DEPARTMENT OF JUSTICE
REGIONAL PROSECUTION OFFICE REGION-XIII CARAGA



Entity Name

Supplier : SANDEES PRINT AND COMPUTER CENTER	P.O. No. : 2023-02-002
Address : BUTUAN CITY	Date : February 22, 2023
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	420	6.00	2,520.00
	piece	Ballpen, Blue	150	6.00	900.00
	piece	Ballpen, Red	53	6.00	318.00
	piece	Clip, bulldog, all metal, clamping: 73mm	20	12.00	240.00
	piece	Notepad marker	5	30.00	150.00
	piece	Paper fastener, plastic, vinyl coated	165	35.00	5,775.00
	piece	Sign pen refill, black	150	18.00	2,700.00
	piece	Sign pen refill, blue	36	18.00	648.00
	piece	Acrylic table/desk number holder	26	160.00	4,160.00
(Total Amount in Words)		Seventeen Thousand Four Hundred Eleven pesos.	TOTAL	₱17,411.00	

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:

Laarda Palitu

Signature over Printed Name of Supplier

Mar 2, 2023

Date

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/
Accounting Division/Unit

Head of

ORS/BURS No. : _____

Date of the ORS/BURS: _____

Amount : _____