PURCHASE ORDER

DEPARTMENT OF SCIENCE AND TECHNOLOGY-CARAGA
CSU Campus, Ampayon, Butuan City, 8600

Supplier :	**COMPAÑERO COMMERCIAL**	P.O. No. :	**2019-08-392**
Address :	Lopez Jaena St., Butuan City	Date :	**8/7/2019**
TIN:		Mode of Procurement :	
Gentlemen:			**SHOPPING**
Please furnish this Office the following articles subject to the terms and conditions contained herein:			
		Delivery Term :	30 CD
Date of Delivery : Upon receipt of the Purchase Order		Payment Term :	ON ACCOUNT

Stock/ Property No.	Unit	Description	QTY	Unit Cost	Amount
1	pad	NOTE PAD, stick on, 50mm x 76mm (2" x 3") min	30	15.00	**450.00**
2	pad	NOTE PAD, stick on, 76mm x 76mm (3" x 3") min	30	18.00	**540.00**
3	ream	PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm	100	214.00	**21,400.00**
4	pc	LIGHT BULB, LED 7 watts	50	145.00	**7,250.00**
5	piece	DATA FILE BOX, made of chipboard, with closed ends	20	105.00	**2,100.00**
6	piece	DATA FOLDER, made of chipboard, taglia lock	20	105.00	**2,100.00**
7	piece	MAGAZINE FILE BOX, LARGE size, made of chipboard	20	235.00	**4,700.00**
8	piece	SIGN PEN, BLUE, liquid/gel ink, 0.5mm needle tip	200	21.00	**4,200.00**
9	unit	Porta Box, double, with cover	15	280.00	**4,200.00**
		Purpose: Procurement of Office supplies for August to September 2019.			
		PR No. 2019-07-431			
(Total Amount in Words)		**FORTY SIX THOUSAND NINE HUNDRED FORTY PESOS ONLY**			**46,940.00**

COMMISSION ON AUDIT RECEIVED 08/08/19 4:11pm

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:

JANICE L. RAMOS
COMPAÑERO COMMERCIAL
Signature over Printed Name of Supplier
8/8/19

Very truly yours,

DOMINGA D. MALLONGA
Regional Director

Fund Cluster : 01
Funds Available : /

MARITES M. APOLINARIA
Acting Accountant

ORS/BURS No. : 02-101181-2019-08-20647
Date of the ORS/BURS: 8/7/19
Amount : 46,940.00