



PURCHASE ORDER

DEPARTMENT OF SCIENCE AND TECHNOLOGY-CARAGA

CSU Campus, Ampayon, Butuan City, 8600

Supplier : SANDEES PRINT & COMPUTER CENTER			P.O. No. : 2022-03-045		
Address : San Francisco St., Butuan City			Date : 3/4/2022		
TIN:			Mode of Procurement :		
Gentlemen:			SHOPPING (b)		
Please furnish this Office the following articles subject to the terms and conditions contained herein:					
Place of Delivery : Butuan City			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
	roll ✓	TAPE, MASKING, 48MM, 50 METERS LENGTH	40	₱ 70.00	₱ 2,800.00
	pack ✓	BATTERY, SIZE AA, ALKALINE, 2 PIECES PER BLISTER PACK	50	₱ 70.00	₱ 3,500.00
	pack ✓	BATTERY, SIZE AAA, ALKALINE, 2 PIECES PER BLISTER PACK	50	₱ 70.00	₱ 3,500.00
	pc ✓	PORTAFILE (DOUBLE W/ COVER)	10	₱ 300.00	₱ 3,000.00
	pc ✓	PORTAFILE (DOUBLE W/O COVER)	10	₱ 250.00	₱ 2,500.00
	bottle	ALCOHOL, ETHYL 68%-70% SCENTED, 500ML (-5ML)	40	₱ 100.00	₱ 4,000.00
		Purpose: Procurement of common office and IT supplies for the month of February and March of CY 2022.			
		PR#: 2022-02-024			
(Total Amount in Words)		NINETEEN THOUSAND THREE HUNDRED PESOS ONLY		₱ 19,300.00	
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,		
 SANDEES PRINT & COMPUTER CENTER Signature over Printed Name of Supplier			 NOEL M. AIOC OIC, Office of the Regional Director		
Fund Cluster : <u>01</u> Funds Available : <u>✓</u> MAYETTE M. CARLON, <u>3/7/22</u> Accountant III			ORS/BURS No. : <u>02-11101-202-03-1027</u> Date of the ORS/BURS: <u>3/7/22</u> Amount : <u>19,300.00</u>		