PURCHASE ORDER

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

Supplier :	**SANDEES PRINT & COMPUTER CENTER**	P.O. No. :	**2022-05-168**
Address :	San Francisco St., Butuan City	Date :	**5/16/2022**
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
	ream	Paper, multi-purpose, 70gsm, size: 210mm x 297mm (A4)	12	₱ 175.00	₱ 2,100.00
	ream	Paper, multi-purpose, 70gsm, size: 216mm x 330mm (Legal)	12	₱ 185.00	₱ 2,220.00
	ream	Paper, multi-purpose, 80gsm, size: 210mm x 297mm (A4)	5	₱ 230.00	₱ 1,150.00
	ream	Paper, multi-purpose, 80gsm, size: 216mm x 330mm (Legal)	5	₱ 240.00	₱ 1,200.00
	roll	Tape, duct, width: 48mm (Â±1mm)	5	₱ 65.00	₱ 325.00
	bot	Epson L3110 Ink 664 (Black)	10	₱ 260.00	₱ 2,600.00
	pack	Highlighter, Pastel, 10 pcs per set	3	₱ 350.00	₱ 1,050.00
	pack	Sticker Paper, A4	5	₱ 38.00	₱ 190.00
		Purpose: Procurement of common office and IT supplies for the month of April and May of CY 2022 to be charged to STORRM 2022 Funds and GIA 2022 Funds.			
		PR#: 2022-04-128			
(Total Amount in Words)		**TEN THOUSAND EIGHT HUNDRED THIRTY FIVE PESOS ONLY**			**₱ 10,835.00**

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:

Iaanda Perlita

SANDEES PRINT & COMPUTER CENTER
Signature over Printed Name of Supplier
05-24-22

Very truly yours,

ENGR. NOEL M. AJOC
Regional Director

05/24/22
4:18pm

Fund Cluster : 01
Funds Available :

MAYETTE M. CARLON 5/18/22
Accountant III

ORS/BURS No. : 02-101101-2022-05-0582
Date of the ORS/BURS: 5/17/22
Amount : 10835.00

GIA SETUP mgmt - 1240
GIA DRRM - 9595