

PURCHASE ORDER
DENR-PENRO Southern Leyte
Entity Name

Supplier : EDNA'S BAKESHOP	P.O. No. : <u>201-03-043</u>
Address : Maasin City, Southern Leyte	Date : <u>3/22/21</u>
TIN : <u>187-819-284-00</u>	Mode of Procurement : <u>SR</u>

Gentlemen:

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

Place of Delivery : _____	Delivery Term : <u>15 working days</u>
Date of Delivery : _____	Payment Term : _____

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
		LECTURE/FORUM on RA 9262 & 7877 in celebration of the National Women's Month 2021			
	pax	SNACKS: Siopao & Juice	30	35.00	1,050.00
		"Nothing Follows"			
				TOTAL	₱ 1,050.00

2021030594

(Total Amount in Words) *Ninety-Nine Thousand Five Hundred Fifty Pesos Only*

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]
EONA M. COLIFLORE
EDNA'S BAKESHOP
 Signature over Printed Name of Supplier

Very truly yours,

[Signature]
ATTY. DARIO O. SUAREZ
 Signature over Printed Name of Authorized Official
 PENR Officer
 Designation

Date

Fund Cluster : 101
 Funds Available : ₱ 1,050.00

ORS/BURS No. : 02-10101-2021-04-0528
 Date of the ORS/BURS : 4/5/2021
 Amount : ₱ 1,050.00

[Signature]
LEONIL S. LIGAD

Signature over Printed Name of Chief Accountant/Head of
 Accounting Division/Unit