

**PURCHASE ORDER**  
**DENR-PENRO Southern Leyte**  
**Entity Name**

Supplier : <b>GREENWARE</b>	P.O. No. : <u>2021-04-076</u>
Address : <b>Maasin City, So. Leyte</b>	Date : <u>4/15/21</u>
TIN : <u>940-746-025-007</u>	Mode of Procurement : <u>Shipping</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
1.	pcs.	For office/field use of CBFM projects and activities			
		External Drive (2 TB)	2	5,247.00	10,494.00
		Powerbank (30 mAh)	2	1431.00	2,862.00
		Printer with photo copier and scanner	1	14,095.00	14,095.00
		"Nothing Follows"			
				<b>TOTAL</b>	<b>27,451.00</b>

(Total Amount in Words) *Twenty Seven Thousand Four Hundred Fifty One 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:

Very truly yours,

**GREENWARE**  
 Signature over Printed Name of Supplier

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

Date

Fund Cluster : 101  
 Funds Available : ₱ 27,451.00

ORS/BURS No. : 02-10101-2021-04-0614  
 Date of the ORS/BURS : 4/19/2021  
 Amount : ₱ 27,451.00

**LEONIL S. LIGAD**  
 Signature over Printed Name of Chief Accountant/Head of  
 Accounting Division/Unit

2021040724