

PURCHASE ORDER
DENR-PENRO Southern Leyte
Entity Name

Supplier : <u>HJ GLASS AND ALUMINUM SUPPLY</u>	P.O. No. : <u>2021-10-112</u>
Address : <u>MAKIN CITY</u>	Date : <u>10/13/2021</u>
TIN : <u>449-029-946</u>	Mode of Procurement

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

Place of Delivery : <u>DENR-PENRO Southern Leyte</u>	Delivery Term : <u>30 working days</u>
Date of Delivery :	Payment Term :

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
1.	pc	1/4 Clear Glass	1	1,824.00	1,824.00
2.	pc	Door closer	1	3,200.00	3,200.00
3.		Labor Services	1	1,200.00	1,200.00
		"Nothing Follows"			
TOTAL					6,224.00

(Total Amount in Words) **SIX THOUSAND TWO HUNDRED TWENTY TWO 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,

HJ GLASS AND ALUMINUM SUPPLY

Signature over Printed Name of Supplier

ATTY. DARIO O. SUAREZ

Signature over Printed Name of Authorized Official

ENR Officer
 Designation

Date

Fund Cluster : 101

Funds Available : ₱ 6,224.00

ORS/BURS No. : 62-101101-2021-10-1571

Date of the ORS/BURS : 10/11/21

Amount : ₱ 6,224.00

LEONIL S. LIGAD

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

2021 10 23 4 8