



Republic of the Philippines  
 Department of Environment and Natural Resources  
**COMMUNITY ENVIRONMENT AND NATURAL RESOURCES OFFICE**  
 San Juan, Southern Leyte  
**PURCHASE ORDER**

Supplier: M AND K MERCHANDISING  
 ST. BERNARD SO. LEYTE

Purchase Order No. 2022-05-09  
 Date: MAY 16, 2022

Gentlemen:

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

Place of Delivery: \_\_\_\_\_ Date of Delivery: \_\_\_\_\_

Delivery Term: \_\_\_\_\_  
 Payment Term: \_\_\_\_\_

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
	PCS.	FOLDER LONG	500	5.00	<b>P2,500.00</b>
	PCS.	SCOTCHTAPE	12	40.00	<b>480.00</b>
					<b>P2,980.00</b>

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.

Very truly yours,

Conform : *maon*  
 M AND K MERCHANDISING  
 Signature over Printed Name of Supplier

*Alex*  
 ALEXANDER R. CASCO  
 CENR OFFICER

Date

Fund Cluster: 101

Funds Available: ₱ 2,980.00

*[Signature]*  
 LEONIL S. LIGAD  
 Chief Accountant

ORS/BURS NO. 02-101101-2022-07-07  
 Date of the ORS/BURS 7/18/22  
 Amount: ₱ 2,980.00

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