

PURCHASE ORDER
DENR-PENRO Southern Leyte
Entity Name

Supplier : ABAI SCHOOL SUPPLIES	P.O. No. : <u>201-07-020</u>
Address : MAASIN CITY	Date : <u>7/13/21</u>
TIN : <u>4102-056-964</u>	Mode of Procurement <u>Shopping</u>

Gentlemen:

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

Place of Delivery : <u>DENR-CENRO Southern Leyte</u>	Delivery Term : <u>15 working days</u>
Date of Delivery :	Payment Term :

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
	Ream	Bond Paper A4	100	175	17,500.00
	pcs	Correction Tape	50	35.00	1,750.00
	box	Binding clip 1/2 "	3	36	108.00
	box	Binding clip 1 "	3	63	189.00
	box	Binding Clip 1 1/2 "	2	118	236.00
	box	Paper Fastener Metal	10	72	720.00
	box	Paper Fastener Plastic	10	52	520.00
	pcs	Record Book 300 Pages (Official)	3	100	300.00
	pcs	Record Book 500 Pages (Official)	6	150	900.00
	roll	Scotch Tape 1"	6	20	120.00
	roll	Scotch Tape 2"	6	43	258.00
	pad	Stamp Pad	1	75	75.00
	pcs	white Board Marker	3	76	228.00
					<u>22,904</u>

 Signature over Printed Name of Supplier

Atty. DARIO O. SUAREZ
 Signature over Printed Name of Authorized Official
 PE-NR Officer
 Designation

Date

Fund Cluster : 161
 Funds Available : ₱ 22,904.00

ORS/BURS No. : 02-101101-2021-27-110
 Date of the ORS/BURS: 7/13/2021
 Amount : ₱ 22,904.00

LEONILS. LIGAD

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

2021071550