

**PURCHASE ORDER**

Department of Social Welfare and Development Field Office 02

#3 Dahan Na Pagayaya, Regional Government Center

Carig Sur, Tuguegarao City, Cagayan

Telephone No. (078) 304-1004

Supplier : <b>LIGHTHOUSE COOPERATIVE SALES &amp; SERVICES</b>	P.O. No. : <b>2023-03-0198</b>
Address : <b>Tuguegarao City</b>	Date : <b>3/23/23</b>
TIN :	Mode of Procurement : <b>Small Value Procurement</b>

Gentlemen:

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

Place of Delivery : <b>DSWD FO2, Carig Sur, Tuguegarao City</b>		Delivery Term: <b>One time delivery</b>			
Date of Delivery : <b>10 days upon receipt of P.O.</b>		Payment Term: <b>30 days</b>			
Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
	Reams	Paper, Multicopy, 80gsm, size: 210mm x 297mm	853	205.00	174,865.00
	Rolls	Tape Transparent, width: 48mm (±mm)	365	23.50	8,577.50
	Boxes	Paper Clip, vinyl/plastic coat, length: 32mm min	111	10.00	1,110.00
	Boxes	Paper Clip, vinyl/plastic coat, length: 50mm min	102	21.00	2,142.00
	Pairs	Scissors, symmetrical, blade length: 65mm min	200	38.00	7,600.00
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		original documents attached to P.O. # 2023-03-0197 dated 03/23/2023			-
<b>PURPOSE:</b>					
For the purchase of Office supplies for the use of FO2 for the 1st Quarter of CY 2023					
Requesting Unit: <b>PS</b>					
PR No.: <b>2023-03-0370</b>					
RFQ No.: <b>23-03-0186</b>					
Abstract No.: <b>23-03-0163</b>					
<b>TOTAL</b>					<b>194,294.50</b>
(Total Amount in Words)		<b>One Hundred Ninety-Four Thousand Two Hundred Ninety-Four and 50/100 Only</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 on the undelivered item/s.

Conforme:

Very truly yours,

Signature over Printed Name of Supplier

LUCIA SUYU-ALAN, RSW  
Regional Director

DATE

Fund Cluster : \_\_\_\_\_

Funds Available : \_\_\_\_\_

IBN BEN R. DEZA  
Accountant IIIORS/BURS No. : 2023-03-0198Date of the ORS/BURS: 3/24Amount : ₱ 194,294.50