

PURCHASE ORDER

256 - 293

Purchase Order Number

Date

Department of Agriculture - Regional Field Office - CAR

PR No

2023-727

Date

Tel. No. 4434622/4453003

Mode of procurement

SVP

Supplier: **COKINS GEN. MDSE.**

Address: 109 Kayang St., Baguio City

Gentlemen/Madam:

Please furnish this office the following articles subject to the terms and conditions contained herein.

TERMS AND CONDITIONS

Delivery period : Not later than: _____

Place of delivery: DA-RFO-CAR Supply & Property Office

Payment term : Check/LDDAP after complete delivery

Stock no.	Item No.	Qty	Unit	Particulars	Unit Cost	Total Price
	2	2.00	box	ENVELOPE, Documentary, A4, 500 pieces per box	764.00	1,528.
	3	2.00	box	ENVELOPE, Documentary, legal, 500 pieces per box	960.00	1,920.
	5	1.00	box	Fastener, metal, non-sharp edges, 50 sets per box	45.00	45.
	15	3.00	piece	Storage Box with cover, 22 liters (Plastic File Storage Box), white	390.00	1,170.
	17	10.00	piece	Mega file box with cover, blue, heavy duty with handle, aprox 5x16x11.5 inches (WXLxH)	425.00	4,250.

N O T H I N G F O L L O W S

Total Cost

8,913.

Purpose: OFFICE SUPPLIES FOR THE SAAD OFFICE

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.

Conforme: *

Very truly yours,

DANNO P. DINGHO, Regional Director

Regional Director

COKINS GEN. MDSE.

Supplier

Date

Allotment Available:

AZON W. MANGA

Accountant III

Chief Accountant/Authorized Rep.

Fund : 01
 PPA : 316160200001/B00 CHAD - CA
 OR No. : 02-102101-2023-07-002.00
 Amount : 8,913.00
 Date : _____ By: _____

Prepared by: AJB

Page

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