



Kaagapay ng Komunidad sa Maginhawang Pamumuhay



**PURCHASE ORDER**

Supplier: SKYE SUPPLY WHOLESALING	P.O. No.: 2023-01-001
Address: 102 MABINI AVE. BRGY. 03 CATBALOGAN CITY, SAMAR	Date: 01/06/2023
TIN: 736-136-507-000	P.R. No.: 2022-11-1056
Mode of Procurement: Shopping	Date: 11/14/2022

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

Place of Delivery: SHFC SAMAR REGIONAL OFFICE	Delivery Term: FOB Destination
Date of Delivery: CHECK ON DELIVERY	Payment Term: Check on Delivery

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
A-000-043	pc	Correction Tape-0	8	20.00	160.00
A-000-061	pc	Envelope Ordinary Brown Legal	20	3.00	60.00
A-000-064	pc	Envelope Expanding Plastic-Legal	18	14.00	252.00
A-000-075	pc	Folder Fancy Legal, expanded	40	6.00	240.00
A-000-104	pc	Masking Tape 1"-0	5	40.00	200.00
A-000-105	pc	Masking Tape 2"-2"	5	80.00	400.00
A-000-114	pc	Packaging Tape-2"	5	65.00	325.00
A-000-116	Box	Paper Clip Small-32mm, 100pcs/box	3	14.00	42.00
A-000-120	pc	Glue-0	2	9.00	18.00
A-000-121	pc	Pencil w/ eraser-0	1	60.00	60.00
A-000-150	pc	Scotch Tape 1"-0	5	24.00	120.00
A-000-155	Box	Staple Wire Standard-5000wires/box	2	38.00	76.00
A-000-220	pc	Calculator 12-Digit-COMPACT, electronic, 12 digits cap	1	207.00	207.00
A-001-535	pc	Utility Document Box-Folder and files storage 3 LAYERS	4	500.00	2,000.00

Total Amount in Words: **FOUR THOUSAND ONE HUNDRED SIXTY AND 00/100 ONLY** **4,160.00**

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. Note: This is to approve the BAC recommendation (BAC Reso No. 276, S. 2022) for the use of Alternative Mode of Procurement under sec. 52, 52.1(b) of IRR of RA9184 and award of contract to above mentioned supplier.

Conforme: \_\_\_\_\_  
Signature over Printed Name of Supplier

Very truly yours,  
  
**JESUS EDEN A. CIDRO**  
 Authorized Official

\_\_\_\_\_ Date

Funds Available: \_\_\_\_\_  
**DANTE M. ANABE**  
 Chief Accountant