

PURCHASE ORDER

DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT

Supplier :	<u>MARANATHA SCHOOL AND OFFICE SUPPLIES</u>	P.O. No. :	<u>2025-02-0020</u>
Address :	<u>Diwa Bldg College Avenue, Tuguegarao City, Cagayan</u>	Date :	<u>February 18, 2025</u>
TIN :	<u>268-180-328-003</u>	Mode of Procurement :	<u>Small Value Procurement</u>

Gentlemen:

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

Place of Delivery :	<u>DILG R2</u>	Delivery Term :	<u>Delivered at Place</u>
Date of Delivery :	<u>February 25, 2025</u>	Payment Term :	

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	gal	Alcohol	6	340.00	2,040.00
2	pack	Photo Paper A4	5	59.50	297.50
3	roll	Tape, Double-sided, 24mm	5	25.00	125.00
4	box	Sign pen 0.5 12 pcs/box ,blue (Dong-A)	3	288.00	864.00
5	box	Sign pen 0.5 12 pcs/box, black (Dong-A) X-X-X-X-X-X-X-X-X	3	288.00	864.00
		BW 7.275		TOTAL	P4,190.50

Purpose:	Supplies to be use for the Training of Trainers (Tot) on the Formulation of Enhanced Local Climate Change Action Plan (eLCCAP) for National Government Agencies (NGA's) and Local Resource Institutes (LRIs) in Region 02 on February 26-28, 2025 in Tuguegarao City
----------	--

(Total Amount in Words) Four Thousand One Hundred Ninety Pesos and 50/100 Centavos Only

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:

(sgd.)

Very truly yours,

(sgd.)

Signature over Printed Name of Supplier

02-20-2025

Date _____

AGNES A. DE LEON, CESO IV
Regional Director

<p>Fund Cluster :</p> <p>Funds Available :</p> <p>(sgd.)</p> <p>PAUL M. FIESTA</p> <p>Signature over Printed Name Accountant II Representative of Accounting Division/Unit</p>	<p>ORS/BURS No. :</p> <p>Date of the ORS/BURS:</p> <p>Amount :</p> <p>COMMISSION ON AUDIT</p>
---	---

Procurement No. 2025-01-039

