



PURCHASE ORDER

DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT

Supplier :	PROVIDER'S MULTI-PURPOSE COOPERATIVE	P.O. No. :	2025-04-0053
Address :	1AH26, Magsaysay, Naquilian, Isabela	Date :	April 24, 2025
TIN :	263-711-817-000	Mode of Procurement :	Shopping

Gentlemen:

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

Place of Delivery :		DILGR2	Delivery Term :		
Date of Delivery :		w/in 7 days	Payment Term :		
Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	piece	Catalog envelope , (3.5 x 6.5)	100	1.61	161.00
2	pack	Laid paper, size A4, beige	4	37.00	148.00
3	pack	Laid paper, size A4, white	9	37.00	333.00
4	pack	Laid Board, A4, Matte, 220gsm	9	45.04	405.36
5	pack	Photo paper, Glossy	30	64.34	1,930.20
6	box	Signing Pen 1.0 12s, blue	8	562.98	4,503.84
7	box	Retractable Rollerball Pen (0.7, 12's, blue)	10	99.73	997.30
8	box	Retractable Rollerball Pen (0.7, 12's, black)	1	99.73	99.73
9	bottle	EPSON 003 Ink (Black)	26	257.36	6,691.36
10	bottle	EPSON 003 Ink (Cyan)	19	257.36	4,889.84
11	bottle	EPSON 003 Ink (Magenta)	14	257.36	3,603.04
12	bottle	EPSON 003 Ink (Yellow)	12	257.36	3,088.32
13	piece	Cutter	1	20.91	20.91
14	piece	Scissor, big	3	72.38	217.14
15	Gallon	Alcohol	2	120.64	241.28
16	piece	HP Laser Jet Toner Cartridge (76A-CF276A)	1	7,238.30	7,238.30
		X-X-X-X-X-X-X-X-X-X			
				TOTAL	34,568.62

Purpose: Supplies and Materials for the conduct of DAGYAW 2025 Open Government Townhall Meeting on May 21-22, 2025

(Total Amount in Words) Thirty Four Thousand Five Hundred Sixty Eight Peso s and 62/100 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:

Very truly yours,

(sgd.)

(sgd.)

JESIEBEL M. EDAN
Signature over Printed Name of Supplier

JAGNES A. DE LEON, CESO IV
Regional Director

Date

Fund Cluster :
Funds Available :

ORS/BURS No. :
Date of the ORS/BURS:

(sgd.)

Amount : _____

PAUL M. FIESTA, CPA

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

COMMISSION ON AUDIT
RECEIVED

BY _____
DATE _____
TIME _____

Procurement No.: 2025-04-112

Sent thru Email
4/25/25 3:31 pm