



PURCHASE ORDER

DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT

| | | | |
|------------|--|-----------------------|--------------------------------|
| Supplier : | <u>1214 BUDGETWISE VARIETY STORE</u> | P.O. No. : | <u>2025-02-0021</u> |
| Address : | <u>3 Maharlika Highway, Tanza, Tug. City, Cag.</u> | Date : | <u>February 18, 2025</u> |
| TIN : | <u>408-509-480-000</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 | pack | Toilet tissue paper, 2ply, 12's | 5 | 135.00 | 675.00 |
| 2 | ream | Bondpaper, A4, 80 gsm X-X-X-X-X-X-X-X | 30 | 220.00 | 6,600.00 |
| | | | | TOTAL | ₱7,275.00 |

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) Seven Thousand Two Hundred Seventy Five Pesos 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.)

JANICA C. TAGUIANI
Signature over Printed Name of Supplier
02-20-2025

AGNES A. DE LEON, CESO IV
Regional Director

Date

Fund Cluster :
Funds Available :

(sgd.)

PAUL M. FIESTA
Signature over Printed Name Accountant II/Representative of Accounting
Division/Unit

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

Amount : _____

Procurement No.: 2025-01-039

