Appendix 82

PURCHASE ORDER

Commission on Audit
Regional Office No. IV-B
Tel. Fax # 931-9304

Supplier : **RAZEL ENTERPRISES**
Address : Block 20, Lot 7, Bella Vista Homes, Barangay Santiago
General Trias, Cavite
TIN :

P.O. No: 2023-06-0022
Date : June 27, 2023

Mode of Procurement : **Shopping**

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

Place of Delivery : **COA Region IV-B, Quezon City**
Date of Delivery :

Delivery Term : **10-15 Calendar days**
Payment Term : **10-15 Working days**

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
	bottle	Brother Toner, TN # 2380 - Black	16	₱ 1,495.00	₱ 23,920.00
	bottle	Brother Ink, BTD60 - Black	15	318.00	4,770.00
	bottle	Brother Ink, BT5000 - Yellow	6	228.00	1,368.00
	bottle	Brother Ink, BT5000 - Cyan	6	228.00	1,368.00
	bottle	Brother Ink, BT5000 - Magenta	6	228.00	1,368.00
	bottle	EPSON Durabrite ET Ink (Code 008) - Black	5	545.00	2,725.00
	bottle	EPSON Durabrite ET Ink (Code 008) - Cyan	3	430.00	1,290.00
	bottle	EPSON Durabrite ET Ink (Code 008) - Magenta	3	430.00	1,290.00
	bottle	EPSON Durabrite ET Ink (Code 008) - Yellow	3	430.00	1,290.00
		XXXXXXXXX			
(Total Amount in Words)		**Thirty Nine Thousand Three Hundred Eighty Nine Pesos**			₱ 39,389.00

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 on the undelivered item/s.

Conforme:

ROEL LOMOTOS GALVEZ
Signature over Printed Name of Supplier
July 03, 2023
Date

Very truly yours,

LYNFLOR M. ADOLFO
Regional Director
6/27/2023

Fund Cluster : _____
Funds Available : _____

6/29/23
JOANNA LYN D. PRADEZ
State Auditing Examiner II
Acting Regional Accountant

ORS/BURS No. : 01-101/01-2023-06-00222
Date of the ORS/BURS: 6/27/23
Amount : 39,389.00