



Republic of the Philippines  
**DEPARTMENT OF AGRICULTURE**  
 Regional Field Office - 1  
 City of San Fernando, La Union

ACCOUNTING SECTION  
**RECEIVED**  
**FOR FUNDING**  
 0592  
 DEPT. OF AGRICULTURE

**PURCHASE ORDER**

Supplier : BAN BEE COMMERCIAL CO., INC. P.O. No. : 20-09-253  
 Address : MANILA Date : 08-17-20  
 TIN : Mode of Procurement : LDDAP

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

Place of Delivery : DA-RFO-1 SFC Delivery Term : 30 days  
 Date of Delivery : 09-10-20 Payment Term : credit

Stock/	Unit	Description	Quantity	Unit Cost	Amount
	ream	Bond paper, (8.5 x 13) legal, subs 20	35	207.00	7,245.00
	cart	Ink cart, EPSON (003), black	30	300.00	9,000.00
	cart	Ink cart, EPSON (003), cyan	25	323.00	8,075.00
	cart	Ink cart, EPSON (003), magenta	25	323.00	8,075.00
	cart	Ink cart, EPSON (003), yellow	25	323.00	8,075.00
	pack	Battery, dry cell, AA, 2 pieces per blister pack	10	56.00	560.00
	pack	Battery, dry cell, AAA, 2 pieces per blister pack	5	68.00	340.00
	pack	Latex Large White Gloves 100 pcs/pack	10	500.00	5,000.00
	pack	Specialty board, cream, 8.5x11, 10pcs/pack (B-Board)	25	40.00	1,000.00
	pack	Specialty board, white, 8.5x11, 10pcs/pack (B-Board)	25	40.00	1,000.00
	pack	Laminating film 250microns (70mm x 100mm) 100 sheets/pack	15	170.00	2,550.00
					<b>50,920.00</b>

(Total Amount in Words) fifty thousand nine hundred twenty pesos

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 items.

Conforme:  
  
**BAN BEE COMMERCIAL CO., INC.**  
 Signature over Printed Name of Supplier  
 08-17-20  
 Date

Very truly yours,  
  
**JOVITA M. DATUIN, Ph.D.**  
 Signature over Printed Name of Authorized  
 OIC, RTD for Research and Regulations  
 Designation

Fund Cluster : 01  
 Funds Available : 10,920 -  
  
**JOEL C. MACONOCIDO**  
 Signature over Printed Name of Chief Accountant/Head of  
 Accounting Division/Unit

ORS/BURS No. : 02-0110101-2120-08-2326  
 Date of the ORS/BURS: 8-28-20  
 Amount : ₱ 50,920

(Date)