

**DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT FIELD OFFICE V**  
Magnolia Street, PBN- Buraguis, Legazpi City, Albay

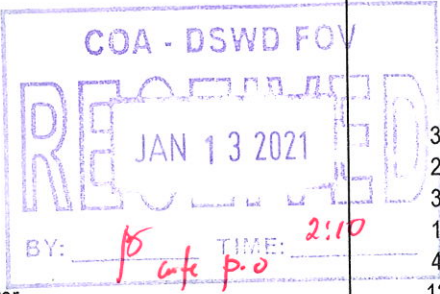
**PURCHASE ORDER**

Supplier:	<b>WRITESHOP ENTERPRISES</b>	PO. No.	NF 2012-0438
Address:	Sorsogon City	Date	December 02, 2020
Gentlemen:		Mode of Procurement:	Shopping

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

Place of Delivery: <u>RRCY, Sorsogon</u>	Payment Term:	Charge
Date of Delivery: <u>five (5) working days upon receipt of Purchase Order</u>	Delivery Term:	

Item No.	Unit	Description	Quantity	Unit Cost	Amount
<b>SUPPLIES OF RRCY SORSOGON</b>					
<b>Janitorial Supplies:</b>					
1	pcs	broom, soft, thick/heavy duty	36	185.00	6,660.00
3	pcs	doormat, rubber	24	190.00	4,560.00
4	pcs	laundry brush with handle, large	30	35.00	1,050.00
5	pcs	mop head, 400g, refill	12	250.00	3,000.00
6	pcs	steel wool, metal, scouring pad	40	45.00	1,800.00
8	btl	toilet bowl & urinal cleaner, at least 1 liter	120	125.00	15,000.00
<b>TOILETRIES:</b>					
9	pcs	bath soap, 180 grams for adult (2 s/res./month)	200	65.00	13,000.00
10	pcs	toothbrush, travel for adult (1pcs/quarter)	120	35.00	4,200.00
11	pcs	toothpaste, 145 ml, for adult (monthly 33s)	66	65.00	4,290.00



Total Amount in Words: **FIFTY THREE THOUSAND FIVE HUNDRED SIXTY PESOS ONLY\*\*\*** **53,560.00**

PR # NF 2009-0375    21 09 2020

Conforme:

*J. M. Dollison*  
**JUDITH M. DOLLISON**

**WRITESHOP ENTERPRISES**

Signature over Printed Name of Supplier

Date Jan 6, 2021

Very truly yours,

**ARNEL B. GARCIA, CESO II**  
Regional Director \*

Funds Available:

*Lloyd Drazen B. Bas*  
**LLOYD DRAZEN B. BAS**  
Accountant III

ORS No.: 2012-06050

Amount: ₱53,560.00