

PURCHASE ORDER

Department of Social Welfare and Development
 Buraguis, Legazpi City
 Agency

Supplier: KC BUILDING	P.O. No. : <u>NF 2001-0008</u>
Address: <u>Quezon S., Polvorista, Sorsogon City</u>	Date : <u>January 2, 2020</u>
TIN :	Mode of Procurement: <u>Lease of Real Property & Venue</u>

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

Place of Delivery: <u>Quezon S., Polvorista, Sorsogon City</u>	Payment Term: <u>Charge</u>
Date of Delivery: <u>as per schedule</u>	Delivery Term: <u>15-30 days after delivery</u>

Stock No.	Unit	Item Description	Quantity	Unit Cost	Amount
	mos	<p>FURNISH OF RENTAL OF OFFICE SPACE FOR THE DSWD PROVINCIAL OPERATIONS OFFICE CLUSTER 1 & 2 SORSOGON UNDER THE PANTAWID PAMILYANG PILIPINO PROGRAM FOR JANUARY TO MARCH 2020.</p> <p>Specifications : floor area of not less than 100sq.m. within the city proper/business center/near gov't offices at least two(2) rest rooms one for male, one for female at least with separate room for counseling/ close door meeting or discussion pantry and/ or space for dining distinct meter for power and water connections window grills for security atleast five(5) two gang outlets and safety switches with installation of 2 units of window or split type sufficient ventilation and lighting well painted, clean, free from defect and ready for occupancy office space should be registered and with business permit and official receipt for business transactions no down payment or advance payment required</p>	8	25,000.00	75,000.00

(Total Amount in Words) **SEVENTY FIVE THOUSAND PESOS ONLY***** **75,000.00**

PR # NF 1912-0698
 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.

Conforme:

KC BUILDING
 Signature over Printed Name of Supplier

Date _____

Very truly yours,
ARNEL B. GARCIA, CESO II
 Regional Director

Funds Available:	ORS No.: <u>20-03-00930</u>
LLOYD DRAZEN B. BAS Accountant III	Amount: <u>₱75,000</u>