

PURCHASE ORDER
DFA Consular Office Malolos
Entity Name

Supplier: <u>MAGNETO ENTERPRISES</u>	P.O. No.: <u>0051-12-2022</u>
Address: <u>3265 Ramon Magsaysay Boulevard, Brgy. 427, Santa Mesa Manila</u>	Date: <u>24 November 2022</u>
TIN: _____	Mode of Procurement: <u>SHOPPING</u>

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

Place of Delivery: <u>3rd Floor Malolos Terminal and Commercial Hub Inc., Bulihan, City of Malolos, Bulacan</u>	Delivery Term _____
Date of Delivery _____	Payment Term _____

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
PASSPORT STORAGE CABINET					
	unit	Specifications: Color Beige Six (6) pull out drawers with full extension rollers, three (3) partitions per drawer, with centralized lock 52" height x 18" width x 20" depth Passport Size: 3.5" x 5"	3	22,119.00	66,357.00
5-LAYER METAL STEEL RACK					
	unit	Specifications: Color: Gray With five (5) adjustable layers, four (4) compartments 60" height x 36" width x 16" depth	1	7,559.00	7,559.00

(Total Amount in Words): Seventy-three Thousand Nine Hundred Sixteen Pesos only **PHP 73,916.00**

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.

<p>Conforme:</p> <p align="center"><i>Rosalinda T. Visalda</i> <u>Rosalinda T. Visalda</u> Signature over Printed Name of Supplier</p> <p align="center">24-Nov-2022 Date</p>	<p align="right">Very truly yours,</p> <p align="right"><i>Glenda C. Manalastas</i> <u>GLENDAC. MANALASTAS</u> Head of Consular Office</p>
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Fund Cluster: <u>101101</u> Funds Available: <u>₱ 74,500</u> <p align="center"><i>Hannah Mae N. Caballero</i> <u>HANNAH MAE N. CABALLERO - Finance Officer</u> Signature over Printed Name of Chief Accountant/Head of Accounting Division/Unit</p>	ORS/BURS No. <u>22-03-001234</u> Date of the ORS/BURS: <u>03/2022</u> Amount: <u>₱ 74,500</u>
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