



# PURCHASE ORDER

Appendix 61

## BUREAU OF THE TREASURY

Intramuros, Manila  
Telefax No.: 524-7008

Supplier :	<b>RYRAH MERCHANDISING</b>	P.O. No. :	<b>2023-09-0196</b>
Address :	86 Cordillera St Sta Mesa Heights Lourdes 1 Quezon City	Date :	September 29, 2023
Contact No.:	02-8245-9114	Mode of Procurement :	Small Value Procurement (SVP)
Email Add.:	rtanbengco@gmail.com		
TIN:	210-690-439-000		

Gentlemen:

Please proceed with the Supply and Delivery of Four (4) units Mobile Pedestal Drawers for the Bureau Budget Division (BBD) in the amount of Php 14,800.00 (VAT inclusive) following the terms and conditions stated herein:

Place of Delivery :	Ayuntamiento Building, Intramuros, Manila	Delivery Term:	Within Thirty (30) Calendar Days from the receipt of the Purchase Order
Date of Delivery :	-	Payment Term :	-

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
	Lot	<b>SUPPLY AND DELIVERY OF OF FOUR (4) UNITS MOBILE PEDESTAL DRAWERS FOR THE BUREAU BUDGET DIVISION (BBD),</b> composed of the following:	1	-	-
	units	Mobile Pedestal Drawers ----- <i>Nothing Follows</i> -----  Reference: PR No. 2023-08-0299 For the BBD	4	3,700.00	14,800.00
		<b>TOTAL</b>			<b>14,800.00</b>

(Total Amount in Words) **FOURTEEN THOUSAND EIGHT HUNDRED PESOS AND (00/000)**

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:

Very truly yours,

\_\_\_\_\_  
Signature over Printed Name of Supplier

**ATTY. RAYMUNDO U. TAN (Sgd.)**

Signature over Printed Name of Authorized Official

\_\_\_\_\_  
Date

OIC-Director, Administrative Service  
Designation

Fund Cluster : \_\_\_\_\_  
Funds Available : \_\_\_\_\_

**ROWENA R. GAMBA (Sgd.)**  
Signature over Printed Name of Chief Accountant/Head  
of Accounting Division/Unit

ORS/BURS No. : \_\_\_\_\_  
Date of the ORS/BURS: \_\_\_\_\_  
Amount : \_\_\_\_\_