

**PURCHASE ORDER**  
**CARAGA STATE UNIVERSITY**  
 Cabadbaran Campus  
 City of Cabadbaran, Agusan del Norte



Supplier: JLOU OFFICE & SCHOOL SUPPLIES  
 Address: Butuan City  
 TIN:

P. O. No. 002-2023-03-126  
 Date: 25/04/2023  
 Mode of Procurement: NP SVP

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

Place of Delivery: Pick up from Delivery Term:  
 Date of Delivery: within 30 days upon received P.O Payment Term: within 60 days upon complete delivery

Stock No.	Unit	Description	Quantity	Unit Cost	Total Cost
	lot	<b>1 LOT SUPPLY AND DELIVERY OF HOTEL SUPPLIES FOR CSUCC</b>	1	78,663.00	78,663.00
		<b>CHARGE TO IGF (CTHM)</b>		-	
	pcs.	Fiber Brooms with Dustpan, 3M Scotch Brite Broom with Dust Pan, Plastic fiber Broom	5	759.00	
	pcs.	Caution Sign, "Caution Wet Floor" Sign	2	345.00	
	pcs.	Housekeeping Gloves, Medium EXTRA THICK Multi-Purpose Household Natural Latex Dish Washing Gloves	15	69.00	
	pcs	Bread Basket, Imitation Rattan Woven Bread Baskets: Wicker fruit baskets, the brown color	10	325.00	
	sets	Hotel Guest Amenities Set, 10pcs Guest Amenity Kit Individually Packed Hotel Supplies Amenities Hotel Items: Comb Shower Cap Dental Kit Vanity kit Razor Shampoo in a bottle Body wash in a bottle Showergel bottle Soap	5	1,250.00	
	pcs	White Towel Home Hotel Disposable Slippers, Material: Polar Fleece	5	450.00	
	unit	Heavy-Duty Removable 3-Bags Laundry Sorter Cart with Foldable Ironing Board Rolling Hamper Room Wardrobe Storage Organizer, Removable Bags: 3 separating removable bags Sturdy and Durable FOLDING IRONING BOARD -4 ROLLING WHEELS EASY TO ASSEMBLE	1	4,800.00	
	cans	Air Freshener, 300 ml.	5	185.00	
	gallons	All-purpose Detergent, with scent	5	450.00	
	gallons	Chorine Bleach, bleach	5	450.00	
	gallons	Cleaning Detergent, with scent	5	450.00	
	gallons	Cleaning Solution, with scent	5	490.00	
	liters	Deodorizers, with scent	5	400.00	
	pcs	Stainless Steel Automatic Soap Dispenser Infrared Sensor 250 ml Soap Dispensing Equipment, Material: stainless steel	3	1,500.00	

COPIES OFFICE OF THE CHIEF ACCOUNTANT  
 RECEIVED  
 DATE: 7 2 MAY 2023  
 TIME: 1:22 pm  
 BY: [Signature]  
 OFFICE OF THE CHIEF ACCOUNTANT

Page 1 of 2

Seventy Eight Thousand Six Hundred Sixty Three pesos only. **Total**

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 everyday of delay shall be imposed.

Conforme:  
  
**JLOU OFFICE & SCHOOL SUPPLIES**  
 (Signature Over Printed Name of Supplier)  
5-11-2023  
 (Date)

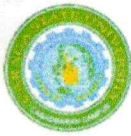
Very truly yours,  
  
**ROWENA P. VARELA, Ph.D**  
 University Professor,  
 OIC, Chancellor

As provided for in Sec. 62.1 of the IRR-A of RA 9184, I/We conform to the three (3) months warranty in case of supplies and one (1) year warranty in the case of equipment from the date the goods are completely delivered

(Signature Over Printed Name of Supplier/Duly Authorized Representative)

Fund Cluster:  
 Funds Available:  
**ARLENE D. GALES, CPA**  
 Signature over Printed Name of Chief Accountant/  
 Head of Accounting Division/Unit

ORS/BURS No. : 27-05-0204  
 Date of the ORS/BURS: MAY 5, 2023  
 Amount: 78,663.00



**PURCHASE ORDER**  
 CARAGA STATE UNIVERSITY  
 Cabadbaran Campus  
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Supplier: 45034 P. O. No. 002-2023-03-126  
 Address: Butuan City Date: 25/04/2023  
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Stock No.	Unit	Description	Quantity	Unit Cost	Total Cost
	gallons	Fabric Softener, with scent	5	450.00	
	gallons	Furniture and Floor Polisher, wood, plastic, rubber)	3	1,200.00	
	cans	Pesticides, 600 ml	5	780.00	
	gallons	Sanitizing Agents, with scent	2	490.00	
	gallons	Stain Removing Agents, with scent	2	420.00	
	liters	Toilet Disinfectant, with scent	5	450.00	
	sets	Bathroom Tissue	2	750.00	
	pcs	Key Box, "Product Dimensions: 25 x 18.8 x 8.5, Key lock for privacy	2	1,300.00	
	pcs	Alarm Clock, Led Display Digital Alarm Clock Battery Operated Smart Night Light Easy Operation Clock	4	300.00	
	unit	Housekeeping Cart, Features: Complete with two vinyl bags, Rubber Skirting, upper deck shelf compartments. The top of the cart includes a deep tray compartment to hold supplies security in transit. 2 push handles, 2cloth collection bags allow the housekeeping cart to be used in either direction and one side includes provisions for towing a vacuum cleaner. Cart rolls easily on non-noise making 6" rubber casters. Wheels:2 fixed wheels and2 castor wheels Dimensions:L142cm x W46cm x H110cm Dimensions of Linen bag:39 x 25x 89cm Flat Pack, will require some assembling, Packing:146x 58x 26cm, Weight: 31kg	1	7,500.00	
	unit	Flashlight, Rechargeable Searchlight 90 Lumens Super Bright LED Spotlight Flashlight (Black)	2	699.00	
	pcs.	Flower Vase, dry and Wet Flower Flower Arrangement Ceramic Flower Pot	4	1,300.00	
	pcs.	Housekeeping Safety Goggles, Clear Safe Lab Glasses Protective Eye Goggles Chemical Eyewear Anti-Fog	15	450.00	
*****nothing follows*****					
Page 2 of 2					

Seventy Eight Thousand Six Hundred Sixty Three pesos only. **Total** **78,663.00**


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 (Signature Over Printed Name of Supplier/Duly Authorized Representative)

<b>Fund Cluster:</b>	 <b>ARLENE D. GALES, CPA</b> Signature over Printed Name of Chief Accountant/ Head of Accounting Division/Unit	ORS/BURS No. : <u>23-05-0204</u>
<b>Funds Available:</b>		Date of the ORS/BURS: <u>MAY 5, 2023</u> Amount: <u>78,663.00</u>