




PURCHASE ORDER

AGRICULTURAL TRAINING INSTITUTE-REGION VII

Entity Name

Supplier : LEZAR TRADING Address : Carmen, Bohol TIN : 404-476-859-000			P.O. No. : _____ Date : 12/21/2021 Mode of Procurement : NP Small-Value		
Gentlemen: Please furnish this Office the following articles subject to the terms and conditions contained herein:					
Place of Delivery : ATI 7, Tagbilaran City, Bohol Date of Delivery : 30 days upon NTP received			Delivery Term : FOB Destination Payment Term : 30 WD		
Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
	pc.	Dehydrator	1	45,000.00	45,000.00
	pc.	Digital Weighing Scale	2	1,267.50	2,535.00
	pcs.	Glass Wine Bottle 750ml	12	99.00	1,188.00
	pcs.	Cylindrical Bottel liniment 100ml	25	19.50	487.50
	bottle	Essential Oil Peppermint 1 ltr	1	1,189.50	1,189.50
	bottle	Essential Oil Lavender 1 ltr	1	1,189.50	1,189.50
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					51,589.50
(Total Amount in Words): FIFTY-ONE THOUSAND FIVE HUNDRED EIGHTY-NINE PESOS AND 50/100 ONLY					
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,	
		LEZAR TRADING			
		Signature over Printed Name of Supplier		Signature over Printed Name of Authorized Official	
		_____		Center Director	
		Date		Designation	
Fund Cluster : _____ Funds Available : _____			ORS/BURS No. : _____ Date of the ORS/BURS: _____		
 CARMELITA B. CASTILLO, CPA			Amount : 51,589.50		
Signature over Printed Name of Chief Accountant/Head of Accounting Division/Unit					