

**PURCHASE ORDER**  
PROVINCIAL GOVERNMENT OF CAMARINES NORTE

Supplier : **LEAN-ON FINANCE CONSUMER'S COOPERATIVE** P.O. No. : **25051630**  
 Address : **Central Plaza Complex Brgy. Lag On Daet,** Date : **08-12-25**  
                   **Camarines Norte**  
 Telephone No. : **9380838279** Mode of Procurement : **SHOPPING**  
 TIN : **774-552-433-000**

Gentlemen:

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

Place of Delivery: **GO PYDO** Delivery Term : **1400**  
 Date of Delivery : **09/09/2025** Payment Term: **FULL**

Item No.	Quantity	Unit Issue	ITEM DESCRIPTION	Amount	
				Unit Cost	Total Cost
1	6	box	Ballpen (Black) ordinary 50 pcs/box	390.00	2,340.00
2	17	box	Pencil #2 12 pcs/box	138.00	2,346.00
3	5	doz	Folder white (long), thick	97.00	485.00
4	6	bundles	Vellum Paper - Short (100sheets)	440.00	2,640.00
5	23	roll	Transparent tape Big (1x50mm)	40.00	920.00
6	3	box	White Board Marker 12 pcs/box	724.00	2,172.00
7	2	packs	Sticker Paper (Long) 50 sheets	274.00	548.00
8	10	box	Sharpener (small) 24 pcs/box	130.00	1,300.00
9	200	pcs	Diploma Jacket (Short)	51.00	10,200.00
10	5	pcs	Ink #003 - black	383.00	1,915.00
11	3	pcs	Ink #003 - magenta	383.00	1,149.00
12	3	pcs	Ink #003 - cyan	383.00	1,149.00
13	3	pcs	Ink #003 - yellow	383.00	1,149.00
14	5	box	Bond Paper Legal (5ream)	1,402.00	7,010.00
15	5	box	Bond Paper A4 (5ream)	1,402.00	7,010.00
16	200	pcs	Steno Notebook	51.00	10,200.00
17	20	bundles	Parchment Paper A4 (Light Cream) 20pcs./bundle	200.00	4,000.00
18	9	bundles	Index Card (3x5) 50 pcs./bundle	183.00	1,647.00

*for Other Supplies to be use in the LIBRENG LET REVIEW: Alay sa Bayan Handog Sa Inyo 2025*

Total amount in words: **Fifty Eight Thousand One Hundred Eighty Pesos Only** **58,180.00**

In case of failure to deliver within the time specified above, penalty of one-tenth (1/10) of one (1) percent of every day of delay shall be imposed.

Very truly yours,

Conforme:   
**HENRY N. DAYAON**  
 Signature over printed name of Supplier  
08-28-25  
 Date

**RICARTE R. PADILLA**  
Governor

  
**JOSEPH V. ASCUDIA**  
Acting Governor