



Republic of the Philippines  
Department of Agriculture  
**NATIONAL DAIRY AUTHORITY**  
**Southern Luzon Department**  
144 JM Katigbak St. Brgy. San Carlos Lipa City Batangas  
Tel No.: (043) 724-5876  
Email: ndasouthluzon@yahoo.com Website: http://nda.da.gov.ph

**PURCHASE ORDER**

TIN: 007-670-493-000  
Supplier: THE LAGUNA CREAMERY INC. P.O No. SLPO-20-04-028  
Address: Brgy. Masaya, Bay, Laguna Date: April 29, 2020  
PR No. SLPR-20-04-071  
Mode of Procurement: Check payment upon completion of delivery Date: April 20, 2020  
Gentlemen: \_\_\_\_\_

Place of Delivery: \_\_\_\_\_ Delivery Term: \_\_\_\_\_  
Date of Delivery: \_\_\_\_\_ Payment Term: \_\_\_\_\_

STOCK NO.	UNIT	DESCRIPTION	QUANTITY	UNIT COST	AMOUNT
		Pure Fresh milk (1 liter bottle)			
		* Milk distribution program for 8 days (3 days/ week), 240 bottles/ day			
		* For delivery to the following:			
	bottle	1. St. Jude Family Hospital (60 bottles/ day)	480	Php120.00	Php57,600.00
	bottle	2. Healthserv Los Baños Medical Center (150 bottles/ day)	1200	Php120.00	Php144,000.00
	bottle	3. Los Banos Doctors Hospital (30 bottles/ day)	240	Php120.00	Php28,800.00

(Total Amount in Words) Two Hundred Thirty Thousand Four Hundred Pesos only **PHP 230,400.00**

In case of failure to make the full delivery within the times specified above, a penalth of one-tenth (1/10) of one percent for every day of delay shall be imposed

Very truly yours,  
  
**SOCORRO M. MEJINO**  
Signature over Printed Name  
**OIC-Department Manager**

Conforme:   
**JOSEPH MICHAEL M. HERNANDEZ**  
Signature over Printed Name  
**Supplier**

Date: \_\_\_\_\_

Funds Available:   
**INRI P. LIMBAN**  
Signature over Printed Name  
**Accountant IV**