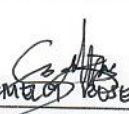




**PURCHASE ORDER**  
Office of Civil Defense- Davao City  
Entity Name

Supplier : Comcenz Computer Supply and Services		P.O. No. : 2021-03-000			
Address : Door 8, E.C Business Center, CM Recto St., Brgy. 34-D, Davao City		Date : March 12, 2021			
TIN :		Mode of Procurement : Negotiated			
Gentlemen: Please furnish this Office the following articles subject to the terms and conditions contained herein:					
Place of Delivery : OCD XI Regional Office		Delivery Term : Delivery to Office/Pick Up			
Date of Delivery : 5-7 Days after signing of PO		Payment Term : Cheque for Delivery/Pick Up			
Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	Lot	<b>Event 1. Technical supplies for Blended Trainings for 1st Quarter Trainings CY 2021</b>  A. USB Headset over-the-ear Headphones with Noise cancelling microphone Specification: • Padded Headband and Earcups • USB Connections: USB compatible • Noise cancelling mic sensitivity (microphone) • Compatibility with Windows Vista, Windows 7, Windows 8, Windows 10 or later and Mac OS X(10.2.8 or later) • Plug-and-Play USB connectivity B. External Hard Drive 1T Specification: • 1 Terabyte capacity C. Ring Light Specification: • 26CM LED Ring Light 24W Studio Dimmable Light Photography • Beam Angle: 120 Degrees • Tripod Stand D. HD Web Camera Specification: • Sensor Type: CMOS • Max Resolution ratio: 1080P, Frame Rate: 30FPS • System support for 2000XP, win7, win8, win10, Vista 32bit/64bit • Automatic low-light correction E. Other Conditions: • Supplier must accept a send bill policy in the Payment of services • Supplier must be within Davao City only	1	15,720.00	15,720.00
<b>(Total Amount in Words)</b>		Fifteen Thousand Seven Hundred Twenty Pesos Only			<b>15,720.00</b>
In  Conforme: _____ Very truly yours, <div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="text-align: center;">                       MAVA PANTALON BANTOGUE                      Signature over Printed Name of Supplier                      63-23-21                      Date                 </div> <div style="text-align: center;">                       DIR. MANOLITO P. ORENSE                      Regional Director                 </div> </div>					
Fund Cluster : _____		ORS/BURS No. : _____			
Funds Available : _____		Chief of the ORS/BURS:  FRANZ N. IRAG Chief, Admin and Finance Section			

  
**COMMISSION ON AUDIT**  
 Regional Office XI  
 Office of the Resident Auditor  
 NGS XI, Team R11-10  
**RECEIVED**  
 By: \_\_\_\_\_  
 Date & Time: 23 MAR 2021