

PURCHASE ORDER

DEPED, DIVISION OF OZAMIZ CITY

Supplier : KEEDEE OFFICE SUPPLIES TRADING	P.O. No. : 2023-04- 015
Address : OZAMIZ CITY	Date : <u>19</u> -Apr-23
TIN : 306-794-052-0001	Mode of Procurement : SVP

Gentlemen:

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

Place of Delivery : <u>Sancho V Capa Integrated School</u>	Delivery Term : <u>Free delivery</u>
Date of Delivery : <u>3 calendar days after the receipt of PO from the supplier</u>	Payment Term : <u>COD</u>

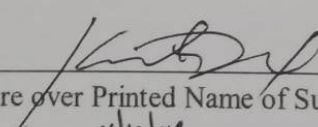
Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
5	unit	Glue Gun Heavy Duty Small	4	200.00	200.00
6	piece	Glue Stick (Big Diameter)	50	10.00	500.00
7	piece	Glue Stick (Small Diameter)	50	5.00	250.00
8	bottle	Ink Original Epson, 003 Black	21	295.00	6,195.00
9	bottle	Ink Original Epson, 003 Cyan	21	295.00	6,195.00
10	bottle	Ink Original Epson, 003 Magenta	21	295.00	6,195.00
11	bottle	Ink Original Epson, 003 Yellow	21	295.00	6,195.00
12	piece	Medal Academic (Gold, Silver, Bronze)	50	22.00	1,100.00
13	roll	Ribbon, Cloth Satin 2"	1	220.00	220.00
14	roll	Ribbon, Cloth Satin 3"	1	280.00	280.00
18	roll	TAPE, masking, 48 mm	21	38.00	798.00
		xxx nothing follows xxx			-
Total Amount:					28,128.00

(Total Amount in Words)

Twenty-Eight Thousand One Hundred Twenty-Eight pesos 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:


Signature over Printed Name of Supplier

4/19/23
Date

Very truly yours,


JOVY O. BONITA

Signature over Printed Name of

SCHOOL HEAD

Designation

Fund Cluster : _____
Funds Available : _____

Signature over Printed Name of Chief Accountant/Head
of Accounting Division/Unit

ORS/BURS No. : _____

Date of the ORS/BURS: _____

Amount : _____