
 Republic of the Philippines
 Department of Education
 REGION X – NORTHERN MINDANAO
 SCHOOLS DIVISION OF OZAMIZ CITY

PURCHASE ORDER

Supplier:	CROWN PAPER & STATIONERIES SUPPLY	P.O. NO.:	2023-02-26
Address:	OZAMIZ CITY	Date:	28-Feb-2023
TIN:		Made of Procurement:	

Gentlemen:

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

Place of Delivery: Division of Ozamiz City

Delivery Term:

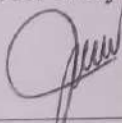
Date of Delivery: Thirty Days from Receipt of PO.

Payment Term:

Stock/Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	piece	CLEARBOOK, 20 transparent pockets, legal	36 /	49.50	1,782.00
2	roll	TAPE, packaging, 48 mm	1 /	20.00	20.00
3	roll	TAPE, transparent, 48 mm	5 /	20.00	100.00
4	box	ENVELOPE, Mailing, 500 pieces per box	1 /	330.00	330.00
5	ream	PAPER, MULTICOPY LEGAL, 500 sheets per ream	14 /	240.00	3,360.00
6	book	RECORD BOOK, 300 PAGES	6 /	75.00	450.00
7	book	RECORD BOOK, 500 PAGES	1 /	95.00	95.00
8	piece	Glue Stick (Small Diameter)	6 /	3.95	23.70
9	box	Paper Fastener Coated (Plastic)	7 /	35.00	245.00
10	piece	Sign Pen Blue, 0.5mm ball needle	2 /	29.50	59.00
11	ream	Specialty Paper, Ivory/Light Yellow, 90GSM, LONG, 500sheets/Box	1 /	1,050.00	1,050.00
12	book	RECORD BOOK, 300 PAGES, size: 214mm x278mm min	2 /	75.00	150.00
13	book	RECORD BOOK, 500 PAGES, size: 214mm x278mm min	3 /	95.00	285.00
14	pack	90 GSM A4 Specialty Paper (White)	1 -	31.50	31.50
15	pcs	Expanded Envelope long red	25	18.00	450.00
		**NOTHING FOLLOWS*			-
					-
					-
					-
Total		Eight Thousand Four Hundred Thirty One pesos and 20/100		PHP	8,431.20

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:



JOCELYN PACTOL

Signature over Printed Name of Supplier

Date

2/1/23

Very truly yours,


JEANG VELOSO

Schools Division Superintendent

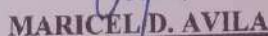
Fund Cluster :

No. :

Funds Available :

Date of the ORS/BURS:

Amount :


MARICEL D. AVILA

Accountant III

Address: IBJT Compound, Carangan, Ozamiz City

Telephone No: (088) 545-09-88

Telefax: (088) 545-09-90

Our LEARNERS: The Diamonds of the Fortress.

ASENSO OZAMIZ!

