



Republic of the Philippines  
Department of Education  
Region X – Northern Mindanao  
**DIVISION OF OZAMIZ CITY**  
IBIT Compound Carangan, Ozamiz City  
Tel. No. (088) 545-0988; Fax No. (088) 545-0990



**PURCHASE ORDER**

Supplier:	KEEDEE OFFICE SUPPLIES TRADING	P.O. NO.:	2023-02-0005
Address:	JAMISOLA EXT. STA. LUCIA DIST. PAGADIAN CITY	Date :	February 15, 2023
TIN :	306-794-052-000	Mode of Procurement :	Shopping
Tel No./CP No. :	9173112213		

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

Place of Delivery:	TABIO NHS	Delivery Term:	
Date of Delivery:	_____ calendar days after receipt of PO by the supplier	Payment Term:	

Item No.	Quantity	Unit	Description	Unit Cost	Amount
0					
1	20	pouch	DETERGENT POWDER, all purpose, 1kg	75.00	1,500.00
2	2	piece	PHILIPPINE NATIONAL FLAG	200.00	400.00
3	2	pack	pieces of assorted colors per pack	84.00	168.00
4	4	box	PAPER, parchment, 100 sheets per box	400.00	1,600.00
5	8	piece	Alcohol Dispenser, Automatic Min.750ml capacity with	1,750.00	14,000.00
6	35	piece	Ballpen Black	7.00	245.00
7	300	piece	Certificate Holder, Plastic A4	42.00	12,600.00
8	120	meter	Cloth, Colored	56.00	6,720.00
9	10	meter	Cloth, White	56.00	560.00
10	5	pack	Construction Paper (long)	220.00	1,100.00
11	3	pack	Construction Paper (short)	190.00	570.00
12	40	pack	Glitter Paper	75.00	3,000.00
13	5	unit	Glue Gun Heavy Duty Small	145.00	725.00
14	5	piece	Bulb LED min. 15 watt	225.00	1,125.00
15	10	gallon	Liquid Bleach, 1 Gallon	155.00	1,550.00
16	35	bottles	Liquid Bleach, 1000ml	44.00	1,540.00
17	60	piece	Medal DepED Large (Gold, Silver, Bronze)	50.00	3,000.00
18	5	bottles	Permanent/Pentel Ink Refill, Black	90.00	450.00
19	45	piece	Rug/Doormat, Cotton material	50.00	2,250.00
20	5	roll	Ribbon, Cloth Satin 1"	125.00	625.00
21	50	pack	Specialty Paper, 90gsm, A4	24.00	1,200.00
22	1	piece	Sphygmomanometer	832.00	832.00
23	30	roll	Tape Double sided, 2"	55.00	1,650.00
24	20	piece	Toilet Bowl Cleaner	84.00	1,680.00
25	30	pack	Trash Bag, Black Small 18" x 20", 10pcs/pack	26.00	780.00
26	30	pack	Specialty Board A4	38.00	1,140.00
*** Nothing Follows ***					
Total Amount	SIXTY ONE THOUSAND TEN PESOS ONLY			Php	61,010.00

*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.*

Conforms:

KEEDEE OFFICE SUPPLIES TRADING  
Signature over Printed Name of Supplier

02-28-23  
Date

Very truly yours,  
  
ESTER F. VIERNES  
School Head

Fund Cluster :	mooe	ORS/BIIRS No. :	
Funds Available :		Date of the ORS/BIIRS	
		Amount :	