

PURCHASE ORDER
DEPED, DIVISION OF OZAMIZ CITY

Supplier : <u>KEEDEE OFFICE SUPPLIES TRADING/DEBBIE E. OLMOGUEZ</u>	P.O. No.: <u>2023-08-042C</u>
Address: <u>Purok 7 Carmen (Misamis Annex), Ozamiz City</u>	Date : <u>August 23, 2023</u>
TIN : <u>306-794-052-00001</u>	Mode of Procurement: <u>Shopping</u>

Gentleman:

Please furnish this office the following article subject to the term and conditions contained herein:

Place of Delivery: <u>CATADMAN ELEMENTARY SCHOOL</u>	Delivery Term: <u>free delivery</u>
Date of Delivery: <u>August 25, 2023</u>	Payment Term: <u>check payment on delivery</u>

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	piece	Battery 9V Alkaline Rechargeable Heavy Duty	1	695.00	695.00
2	length	Binder Ring, Plastic/PVC 6mm or 1/4", PVC (for 30 sheets)	2	9.00	18.00
3	length	Binder Ring, Plastic/PVC 6mm or 5/16", PVC (for 30 sheets)	2	9.00	18.00
4	length	Binder Ring, Plastic/PVC 10mm or 3/8", PVC (for 70 sheets)	2	12.00	24.00
5	length	Binder Ring, Plastic/PVC 19mm or 3/4", PVC (for 170 sheets)	2	25.00	50.00
6	pack	Sticky Notes 3"x3"	3	35.00	105.00
20	piece	Sign pen 0.5, Black	25	25.00	625.00
21	pack	Specialty Paper, Matte plain White 120-180 gsm,8.5x11, 10pcs/pack	100	40.00	4,000.00
22	pack	Specialty Paper, Matte plain White 120-180 gsm,8.5x13, 10pcs/pack	30	48.00	1,440.00
Total Amount					6,975.00

(Total Amount in Words) Six Thousand Nine Hundred Seventy Five Pesos & 00/100 only.

In case of failure to make the full delivery within the time specified above, a penalty of one - tenth (1/10) of the percent for every day of delay shall be imposed on the undelivered item/s.

Conforme:

Very truly yours,

ROSALIE F. ACUE
Signature over Printed Name of Supplier


JUVES C. COLARTE
Signature over Printed Name of
Authorized Official
School Head
Designation

8-23-23
Date

Fund Cluster: _____	ORS/BURS No.: _____
Funds Available: _____	Date of the ORS/BURS: _____
_____	Amount: _____
Signature over Printed Name of Chief Accountant/Head of Accounting Division/Unit	