

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

8/11 done in - 04

PURCHASE ORDER

| | | |
|------------------------------------------------------------------------------------------------------|--------------------------------|----------------------|
| Supplier: | KEEDEE OFFICE SUPPLIES TRADING | P.O. NO.: 2023-06-97 |
| Address: | Ozamiz City | Date : 21-Jun-2023 |
| TIN : | | Shopping |
| Gentlemen: | | |
| Please furnish this Office the following articles subject to the terms and conditions contained here | | |
| Place of Delivery: | Division of Ozamiz City | Delivery Term: |
| Date of Delivery: | 30 days from receipt of PO | Payment Term: |

| Stock/ Proper ty No. | Unit | Description | Quantity | Unit Cost | Amount |
|----------------------------|--------|---------------------------------------------------------------------------------|----------|-----------|-----------|
| 1 | unit | PRINTER Eco Tank All-in-One Ink Tank (print,scan,copy), with wifi - Epson L3210 | 4 | 10,520.00 | 42,080.00 |
| 2 | bottle | EPSON Ink (Black) 003 - genuine | 53 | 290.00 | 15,370.00 |
| 3 | bottle | EPSON Ink (Cyan) 003 - genuine | 27 | 295.00 | 7,965.00 |
| 4 | bottle | EPSON Ink (Magenta) - genuine | 27 | 295.00 | 7,965.00 |
| 5 | bottle | EPSON Ink (Yellow) - genuine | 27 | 295.00 | 7,965.00 |
| 6 | ream | A4 bondpaper 70 gsm IK-ONE | 124 | 188.00 | 23,312.00 |
| 7 | ream | Legal Bondpaper 70 gsm IK-ONE | 105 | 218.00 | 22,890.00 |
| 8 | bottle | Glue white 1gallon TM | 2 | 850.00 | 1,700.00 |
| 9 | piece | STAPLER, standard type - w/ staple wire remover #35 TM/MGK | 8 | 120.00 | 960.00 |
| 10 | pack | Construction Paper (long) ream, Trigem | 7 | 235.00 | 1,645.00 |
| 11 | piece | CLEARBOOK, 20 transparent pockets, legal random | 180 | 42 | 7,560.00 |
| 12 | piece | Envelope, Expanded phoeonix/laser | 20 | 15.50 | 310.00 |
| 13 | piece | Certificate Holder, Plastic A4 | 100 | 42.00 | 4,200.00 |
| 14 | unit | Plastic Bin / Storage box w/ cover (min. 100 liters)- ryker 120ml | 4 | 3,200.00 | 12,800.00 |
| 15 | unit | ELECTRIC FAN, stand type - Union | 4 | 1,500.00 | 6,000.00 |
| 16 | piece | Trash Bin, Min.8 liters, swing cover - random | 4 | 180.00 | 720.00 |
| 17 | piece | DUST PAN, metal - random | 2 | 95.00 | 190.00 |

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| No. | Unit | Description | Quantity | Unit Cost | Amount |
|-----|--------|-----------------------------------------------------------------------------|----------|-----------|-----------|
| 18 | bundle | RAGS, all cotton, rectangular | 4 | 50.00 | 200.00 |
| 19 | piece | Folder brown, Legal - random | 138 | 3.50 | 483.00 |
| 20 | roll | Tape Transparent/Scotch Tape/Plastic Tape, 3 " - croco | 8 | 80.00 | 640.00 |
| 21 | roll | Tape Transparent/Scotch Tape/Plastic Tape, 1 " - croco | 15 | 27.00 | 405.00 |
| 22 | roll | Tape Transparent/Scotch Tape/Plastic Tape, 2 " - croco | 23 | 31.00 | 713.00 |
| 23 | unit | Laminating machine - Officecom/Quaff | 1 | 3,750.00 | 3,750.00 |
| 24 | piece | Laminating Film 125 micron A4 - yasen | 50 | 7.50 | 375.00 |
| 25 | piece | Laminating Film 125 micron Long-yasen | 50 | 10.00 | 500.00 |
| 26 | unit | Water Dispenser, Hot and Cold, Table Top, Branded - Hanabishi | 3 | 3,750.00 | 11,250.00 |
| 27 | piece | Foot Rag | 8 | 50.00 | 400.00 |
| 28 | piece | SIGN PEN, Black, liquid or gel - Deli | 14 | 22.00 | 308.00 |
| 29 | piece | SIGN PEN, Blue, liquid or gel - Deli | 5 | 22.00 | 110.00 |
| 30 | piece | SIGN PEN, Red, liquid or gel - HBW | 5 | 22.00 | 110.00 |
| 31 | pouch | DETERGENT POWDER, all purpose, 1kg Winner | 2 | 80.00 | 160.00 |
| 32 | bottle | LIQUID HAND SOAP, 500mL - Kleen it | 4 | 80.00 | 320.00 |
| 33 | piece | Brush for Toilet Bowl with container stand, Heavy Duty | 1 | 85.00 | 85.00 |
| 34 | piece | Brush with long Handle for Toilet Floor | 1 | 210.00 | 210.00 |
| 35 | piece | PUNCHER, paper, heavy duty - random | 2 | 190.00 | 380.00 |
| 36 | piece | Pencil No. 2 - deli | 115 | 6.00 | 690.00 |
| 37 | pack | CARTOLINA, assorted colors - 12/pack | 2 | 84.00 | 168.00 |
| 38 | pack | CARTOLINA, assorted colors, 20 pieces of assorted colors per pack - 20/pack | 7 | 140.00 | 980.00 |
| 39 | pack | Sticker Paper Glossy A4 20's/pack B&E | 6 | 42.00 | 252.00 |
| 40 | roll | packing tape 2inches - CROCO | 10 | 31.00 | 310.00 |
| 41 | box | staple wire#35 - TM | 5 | 37.00 | 185.00 |
| 42 | pieces | correction tape 5-8 meters (branded) Dong-A(REFILLABLE) | 2 | 65.00 | 130.00 |
| 43 | pack | Ndex card 1/2(100pcs) random | 4 | 40.00 | 160.00 |
| 44 | piece | Plastic Envelop (thick) - random | 50 | 50.00 | 2,500.00 |
| 45 | Unit | Binding machine A4 Officecom | 1 | 3,995.00 | 3,995.00 |
| 46 | box | PVC-A4 200gsm Quaff | 1 | 580.00 | 580.00 |
| 47 | dozen | Powdered Detergent Soap Winner/Lois | 2 | 80.00 | 160.00 |
| 48 | bar | Detergent Bar Soap - wings | 5 | 30.00 | 150.00 |

| Stock/Property No. | Unit | Description | Quantity | Unit Cost | Amount |
|--------------------|--------|------------------------------------------------------------------------|----------|-----------|------------|
| 49 | bottle | Liquid Bleach (multi-purpose) 500 ml - zonrox | 2 | 34.00 | 68.00 |
| 50 | unit | Bluetooth speaker with microphone - random | 1 | 1,500.00 | 1,500.00 |
| 51 | bottle | ALCOHOL, Ethyl, 500ml - Casino | 2 | 90.00 | 180.00 |
| 52 | gallon | ALCOHOL, Ethyl, 1 Gallon - Casino | 2 | 510.00 | 1,020.00 |
| 53 | pieces | Paracetamol (branded) - Biogesic | 80 | 6.00 | 480.00 |
| | | ***Nothing Follows*** | | | |
| Total Amount in | | One Hundred Ninety Seven Thousand Five Hundred Thirty Nine Pesos Only. | | PHP | 197,539.00 |

In case of failure to make the full delivery within the time specified above (1/10) of one percent for every day of delay shall be imposed on the undeliv

Conforme:

Very truly yours,

Rosalie R. Lugo

Nimfa R. Lago, CESO VI

Signature over Printed Name of Supplier Assistant Schools Division Superintendent
OIC-Office of the Schools Division Superinten

17-7-23

Date

Fund Clust

Funds Available :

ORS/BURS No. : _____

Date of the ORS/BURS: _____

Amount : _____

Maricel D. Avila
MARICEL D. AVILA

Accountant III *AV*



Address: IBJT Compound, Carangan, Ozamiz City
Telephone No: (088) 545-09-88
Telefax: (088) 545-09-90
Email Address: deped1miz@gmail.com

Our LEARNERS: The *Diamonds of the Fortress.*
ASENSO OZAMIZ!