



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



PURCHASE ORDER

| | | | |
|------------------|--------------------------------|-----------------------|------------------------------|
| Supplier: | KEEDEE OFFICE SUPPLIES TRADING | P.O. NO.: | 2024-02-0004 |
| Address: | Ozamiz City | Date : | FEBRUARY 15, 2024 |
| TIN : | 306-794-052-001 | Mode of Procurement : | NP - Small Value Procurement |
| Tel No./CP No. : | | | |

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

| | | | |
|--------------------|--|----------------|---------------------|
| Place of Delivery: | MISAMIS ANNEX INTEGRATED SCHOOL | Delivery Term: | free delivery |
| Date of Delivery: | <u>3</u> calendar days after receipt of PO by the supplier | Payment Term: | check upon delivery |

| Item No. | Quantity | Unit | Description | Unit Cost | Amount |
|----------|----------|--------|--|-----------|-----------|
| 1 | 5 | gal | ALCOHOL, Ethyl, 1 Gallon | 497.00 | 2,485.00 |
| 2 | 50 | pcs | BROOM (Walis Tambo) | 120.00 | 6,000.00 |
| 3 | 50 | pcs | BROOM (Walis Ting-ting) | 40.00 | 2,000.00 |
| 4 | 40 | pouch | DETERGENT POWDER, all purpose | 90.00 | 3,600.00 |
| 5 | 20 | pcs | DUST PAN | 75.00 | 1,500.00 |
| 6 | 50 | can | FLOOR WAX, paste type, red | 155.00 | 7,750.00 |
| 7 | 1 | pc | MOPHANDLE, heavy duty | 150.00 | 150.00 |
| 8 | 1 | pc | MOPHEAD, made of rayon | 150.00 | 150.00 |
| 9 | 1 | roll | TRASHBAG, XXL size | 148.00 | 148.00 |
| 10 | 21 | jar | GLUE, all-purpose | 57.00 | 1,197.00 |
| 11 | 110 | roll | TAPE, transparent, 24mm | 19.00 | 2,090.00 |
| 12 | 110 | roll | TAPE, transparent, 48 mm | 20.00 | 2,200.00 |
| 13 | 24 | pcs | CORRECTION TAPE | 20.00 | 480.00 |
| 14 | 181 | ream | PAPER, MULTIPURPOSE A4 | 189.00 | 34,209.00 |
| 15 | 27 | ream | PAPER, MULTIPURPOSE LEGAL | 220.00 | 5,940.00 |
| 16 | 17 | pcs | Toilet Bowl Brush with container stand, Heavy Duty | 290.00 | 4,930.00 |
| 17 | 45 | bottle | Ink Original Epson, 003 Black | 290.00 | 13,050.00 |
| 18 | 35 | bottle | Ink Original Epson, 003 Cyan | 300.00 | 10,500.00 |
| 19 | 40 | bottle | Ink Original Epson, 003 Magenta | 300.00 | 12,000.00 |
| 20 | 35 | bottle | Ink Original Epson, 003 Yellow | 300.00 | 10,500.00 |

*** Nothing Follows ***

| | | | |
|--------------|--|-----|-------------------|
| Total Amount | ONE HUNDRED TWENTY THOUSAND EIGHT HUNDRED SEVENTY NINE PESOS ONLY | Php | 120,879.00 |
|--------------|--|-----|-------------------|

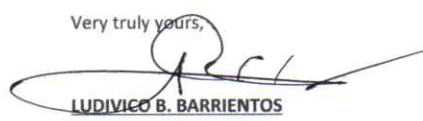
In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed on the undelivered item/s.

Conforme:


 KEEDEE OFFICE SUPPLIES TRADING
 Signature over Printed Name of Supplier

Date 2/20/24

Very truly yours,


LUDIVICO B. BARRIENTOS
 School Head

| | | | |
|-------------------|--------------|----------------------|--|
| Fund Cluster : | REGULAR MOOE | ORS/BURS No. : | |
| Funds Available : | 120,879.00 | Date of the ORS/BURS | |
| | | Amount : | |