



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

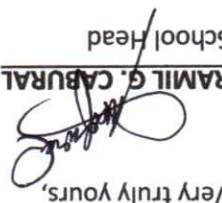
Supplier:	CROWN PAPER & STATIONERIES
Address:	Ozamiz City
TIN:	184-723-355-001
Tel No./CP No.:	
P.O. NO.:	2024-03-007
Date:	03/13/2024
Mode of Procurement:	NP - Small Value Procurement

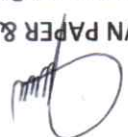
Please furnish this Office the following articles subject to the terms and conditions contained herein:

Place of Delivery:	San Antonio Elementary School
Delivery Term:	free delivery
Date of Delivery:	5 calendar days after receipt of PO by the supplier
Payment Term:	payment after delivery

Item No.	Quantity	Unit	Description	Unit Cost	Amount
1	1	pcs	Ink for stamp pad	20.00	20.00
2	69	roll	tape, packaging 48mm	20.00	1,380.00
3	69	roll	tape, transparent 48mm	20.00	1,380.00
4	3	box	Envelope documentary legal	1,325.00	3,975.00
5	24	box	fastener	35.00	840.00
6	115	rms.	Paper Multi purpose A4	185.00	21,275.00
7	115	rms	Paper Multi purpose legal	195.00	22,425.00
			TOTALS		
				Php	51,295.00

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:  Very truly yours,
RAMIL G. CABURAL
 School Head


 CROWN PAPER & STATIONERIES
 Signature over Printed Name of Supplier

Date _____

Fund Cluster:	REGULAR MOOE
ORs/BURS No.:	
Date of the ORS/E	111,923.71
Amount:	