

**PURCHASE ORDER**  
DEPED. DIVISION OF OZAMIZ CITY

Supplier : <b>KEEDEE OFFICE SUPPLIES TRADING</b>	P.O. No. : <b>2024-04-017</b>
Address : <b>OZAMIZ CITY</b>	Date : <b>April 17, 2024</b>
TIN : <b>306-794-052-0001</b>	Mode of Procurement : <b>SVP</b>

Gentlemen:

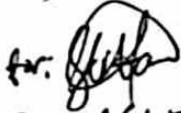
Please furnish this Office the following articles subject to the terms and conditions contained herein:

Place of Delivery : <b>Ozamiz City Central School</b>	Delivery Term : <b>Free delivery</b>
Date of Delivery : <b>3-5 calendar days after the receipt of PO from the supplier</b>	Payment Term : <b>COD</b>

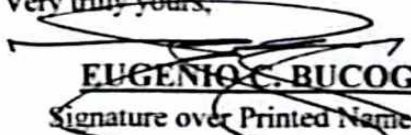
Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	piece	Philippine National Flag	6	185.00	1,110.00
2	pack	Folder , legal 100pieces per pack	2	700.00	1,400.00
3	pack	CARTOLINA, assorted colors, 20 pieces of assorted colors per pack	100	140.00	14,000.00
6	piece	Certificate Holder, Plastic A4	500	45.00	22,500.00
13	pack	Specialty Paper, 200gsm, Long	125	42.00	5,250.00
		xxx nothing follows xxx			-
			<b>Total Amount:</b>		<b>44,260.00</b>
<b>(Total Amount in Words)</b>		<b>Forty-Four Thousand Two Hundred Sixty pesos only.</b>			

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:

for:   
ROSALIE ACLE  
Signature over Printed Name of Supplier  
4/14/24  
Date

Very truly yours,

  
EUGENIO C. BUCOG  
Signature over Printed Name of  
Principal II  
Designation

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			