



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

## PURCHASE ORDER

Supplier:	SEPTEM CHANDELLING & CONSUMER GOODS TRADING		P.O. NO:	2024-05-049	
Address:	Ozamiz City		Date:	8-May-2024	
TTN:			Mode of Payment:	BVP	
Gentlemen: Please furnish this Office the following articles subject to the terms and conditions contained herein: Place of Delivery: <u>Division of Ozamiz City</u> Delivery Term: _____ Date of Delivery: <u>within 30 days from the receipt of Purchase Order</u> Payment Term: _____					
Stock/Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	piece	Sign pen, Extra fine Tip, Black	5	20.00	100.00
2	piece	Sign pen, fine Tip, Black	10	20.00	200.00
3	piece	Sign pen, Medium Tip, Black	5	15.00	75.00
4	piece	Sign pen, Extra fine Tip, Blue	6	20.00	120.00
5	piece	Sign pen, Medium Tip, Blue	15	15.00	225.00
6	piece	Sign pen, Medium Tip, Red	5	15.00	75.00
7	pack	Battery, Dry cell, size AA	4	25.00	100.00
8	pack	Battery, Dry cell, size AAA	1	25.00	25.00
9	Can	Air Freshener	2	85.00	170.00
10	Bottle	Cleaner, Toilet Bowl and Urinal	2	65.00	130.00
11	Can	Cleanser, Scouring Powder	2	48.00	96.00
12	Pouch	Detergent Powder, All Purpose	1	75.00	75.00
13	Can	Furniture Cleaner	1	220.00	220.00
14	Bottle	Hand Soap, Liquid	3	35.00	105.00
15	kilo	RAGS	1	55.00	55.00
16	pack/roll	Trashbag, XXL Size	4	110.00	440.00
17	pack/roll	Trashbag, Large Size	9	59.00	531.00
18	pack/roll	Trashbag, XL, Size	1	85.00	85.00
19	Bottle	INK, for Stamp Pad	1	30.00	30.00
20	Jar	GLUE, All-Purpose	1	45.00	45.00
21	box	Staple Wire, Standard	3	35.00	105.00
22	roll	Tape, Transparent, 24mm	2	18.00	36.00
23	roll	Tape, Transparent, 48mm	1	38.00	38.00
24	piece	RULER, flexible, Plastic, 450mm	1	15.00	15.00
25	box	CLIP, backfold, 19mm	7	12.00	84.00
26	box	CLIP, backfold, 25mm	7	25.00	175.00


Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
27	box	CLIP, backfold, 32mm			
28	box	Fastener	5	42.00	210.00
29	piece	MARKER, Permanent, Black	1	55.00	55.00
30	box	Paper Clip, Vinyl/Plastic coated 32mm	5	15.00	75.00
31	box	Paper Clip, Vinyl/Plastic coated 32mm	1	12.00	12.00
32	pair	SCISSORS, Symmetrical/Asymmetrical	1	25.00	25.00
33	Ream	PAPER, Multicopy A4	18	18.00	324.00
34	Ream	PAPER, Multicopy Legal	21	240.00	5,040.00
35	Ream	PAPER, Multipurpose A4	18	205.00	3,690.00
36	Ream	PAPER, Multipurpose Legal	18	220.00	3,960.00
37	pack	Toilet Tissue Paper, 2 Ply	1	540.00	540.00
38	Bottle	Hand Sanitizer	2	85.00	170.00
39	Cart	Ribbon Cartridge, Epson C135015632, Black	2	77.00	154.00
40	piece	Ballpen Black	23	7.00	161.00
41	piece	Ballpen Blue	6	7.00	42.00
42	box	Binding Staple wire 23/17mm	1	110.00	110.00
43	piece	Certificate Holder, Plastic A4	3	55.00	165.00
44	piece	Clearbook, 60 pockets, Legal Size	6	195.00	1,170.00
45	piece	Correction Tape Refill (dongA) Round Type	1	44.00	44.00
46	Bottle	Dishwashing Liquid, min, 250ml	2	45.00	90.00
47	piece	Folder White, Legal	22	6.00	132.00
48	piece	Highlighter Branded	1	25.00	25.00
49	piece	Medal DepED Large (Gold, Silver, Bronze)	9	85.00	765.00
50	Tube	Pencil Lead, for mechanical pencil 0.5mm, 12 pcs/tube	2	25.00	50.00
51	piece	Pencil No. 2	5	7.00	35.00
52	piece	Pencil, Mechanical, for 0.5mm lead	2	43.00	86.00
53	pack	Photopaper glossy 270gsm RC A4 20sheets Inkjet (Kodak)	1	250.00	250.00
54	piece	Sign pen 0.5 Green	8	30.00	240.00
55	piece	Sign pen 0.5 Blue	17	30.00	510.00
56	piece	Sign pen 0.5 Black	16	30.00	480.00
57	Ream	Specialty Paper, Ivory/Light Yellow 90gsm, long 500sheets/Box	1	1,155.00	1,155.00
58	pack	Sticky Notes 3"X3"	2	35.00	70.00
59	roll	Tape Transparent/scotch Tape/Plastic Tape 1"	4	18.00	72.00
60	roll	Tape Transparent/scotch Tape/Plastic Tape 3"	5	70.00	350.00
61	piece	Tissue RT, Big Roll 2ply min. of 200m/roll	2	120.00	240.00
62	piece	Toilet Bowl Cleaner	3	65.00	195.00

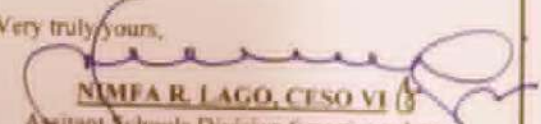


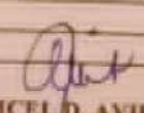
Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
63	piece	Toilet Deodorizer, 100g	2	60.00	120.00
64	pack	Trash Bag, Black Small 18"x20", 10pcs/pack	5	33.00	165.00
65	pack	Trash Bag, Black Medium 22"x24", 10pcs/pack	6	55.00	330.00
66	piece	Cabinet 3-layer Drawer Plastic Material	2	1,300.00	2,600.00
67	piece	Folder with Clip (legal)	1	110.00	110.00
68	roll	Paper Towel	4	65.00	260.00
69	Ream	PAPER, Multicopy Legal	58	179.00	10,382.00
70	pack	Detergent Powder, flower scent, All purpose, 1kg	5	65.00	325.00
71	piece	Tissue RT, Big Roll 2ply min. of 200m/roll	25	110.00	2,750.00
72	piece	Broom, Soft(walis Tambo) with bamboo handle	5	65.00	325.00
73	piece	Dust pan with long handle	3	35.00	105.00
74	can	Insecticide, Odorless(not waterbase) 500ml	10	139.00	1,390.00
75	bottle	Dishwashing Liquid, min. 250ml	15	35.00	525.00
76	piece	Toilet Deodorizer, 100g	15	60.00	900.00
77	pack	Battery dry cell, size AA	15	25.00	375.00
78	pack	Battery dry cell, size AAA	15	25.00	375.00
79	piece	Battery 9V Max Alkaline Heavy Duty	5	90.00	450.00
80	pack	Battery AA Max Alkaline Heavy Duty 2s/pack	15	130.00	1,950.00
81	pack	Battery AAA Max Alkaline Heavy Duty 2s/pack	10	110.00	1,100.00
82	gal	Tile Red	2	800.00	1,600.00
83	piece	Paint Brush #2	2	40.00	80.00
84	piece	Paint Brush #3	2	90.00	180.00
85	piece	Paint Brush #4	2	100.00	200.00
86	piece	Steel Brush with Handle	3	70.00	210.00
87	can	Disinfectant Spray	1	150.00	150.00
88	roll	Twine Plastic	1	75.00	75.00
Total Amount in			FIFTY ONE THOUSAND SIX HUNDRED FORTY ONE PESOS ONLY	PHP	51,641.00

In case of failure (1/10) of one percent for every day of delay shall be imposed on the undelivered item/s.

Conforme:

  
 Signature over Printed Name of Supplier  
 5/15/24  
 Date

Very truly yours,  
  
**NIMFA R. LAGO, CESO VI**  
 Assistant Schools Division Superintendent  
 OIC-Office of the Schools Division Superintendent

Fund Cluster : \_\_\_\_\_  
 Funds Available : \_\_\_\_\_  
  
**MARICEL D. AVILA**  
 Accountant III

ORS/BURS No. : \_\_\_\_\_  
 Date of the ORS/BURS: \_\_\_\_\_  
 Amount : \_\_\_\_\_