

PURCHASE ORDER
DEPED, DIVISION OF OZAMIZ CITY

Supplier : KEEDEE OFFICE SUPPLIES TRADING		P.O. No. : 2025-02-013			
Address : OZAMIZ CITY		Date : 10-Feb-2025			
TIN : 306-794-052-00001		Mode of Procurement : Shopping			
Gentlemen: Please furnish this Office the following articles subject to the terms and conditions contained herein:					
Place of Delivery : MISAMIS ANNEX INTEGRATED SCHOOL		Delivery Term: Within 5 days from receipt of PO			
Date of Delivery : Feb. 11, 2025		Payment Term: check upon delivery/pick up			
Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	gallon	ALCOHOL, Ethyl, 1 Gallon - Alcoright	5	380.00	1,900.00
2	piece	CLEARBOOK, Legal size - Zege	50	45.00	2,250.00
3	piece	SIGN PEN, Fine Tip, Black - MyGel 0.5	5	26.00	130.00
4	piece	SIGN PEN, Medium Tip, Black - MyGel 0.5	5	26.00	130.00
5	pack	BATTERY, dry cell, size AA - Kingever	2	20.00	40.00
6	pack	BATTERY, dry cell, size AAA - Kingever	2	18.00	36.00
7	can	AIR FRESHENER - Glade Gel	2	185.00	370.00
8	piece	BROOM (Walis Tambo)	35	120.00	4,200.00
9	piece	BROOM (Walis Ting-ting)	35	35.00	1,225.00
10	pouch	DETERGENT POWDER, all purpose - 500g	40	54.00	2,160.00
11	bottle	HAND SOAP, liquid, 500mL - IPI rebottled	5	42.00	210.00
12	roll/ pack	TRASHBAG, XXL size - CoolY w/o handle	1	95.00	95.00
13	piece	PHILIPPINE NATIONAL FLAG - Cotton	2	320.00	640.00
14	bottle	GLUE, all-purpose - Elmer's 130g	42	55.00	2,310.00
15	roll	TAPE, transparent, 48 mm - Stellar/Croco	35	30.00	1,050.00
16	roll	TWINE, plastic - big roll	1	115.00	115.00
17	piece	CORRECTION TAPE - TM/Fiksu 8 mtrs	30	22.00	660.00
18	piece	DATA FILE BOX - Asia	2	160.00	320.00
19	box	ENVELOPE, Documentary, legal - Unistar	1	1,200.00	1,200.00
20	box	ENVELOPE, Expanding, Kraft - P/X 50's	1	900.00	900.00
21	piece	ERASER, felt, for blackboard/whiteboard - Joy/MGK	30	20.00	600.00
22	box	FASTENER - MGK	30	38.00	1,140.00
23	pack	FOLDER with tab, A4 - System 50's	3	340.00	1,020.00
24	pack	FOLDER with tab, Legal - System 50's	3	335.00	1,005.00
25	piece	MARKER, Permanent, Black - MGK	30	8.00	240.00
26	box	PAPER CLIP, vinly/plastic coated, jumbo, 50mm - Silo	5	10.00	50.00
27	pad	NOTEPAD, stick-on, 50mm x 76mm - Joy	1	16.00	16.00
28	pad	NOTEPAD, stick-on, 76mm x 100mm - Joy	1	36.00	36.00
29	pad	NOTEPAD, stick-on, 76mm x 76mm - Joy	1	26.00	26.00
30	ream	PAPER, MULTIPURPOSE, 70gsm A4 - Bright White	150	178.00	26,700.00
31	ream	PAPER, MULTIPURPOSE, 70gsm LEGAL - Bright White	30	200.00	6,000.00
32	bottle	Ink Original for Epson Printer, 003,Black - Genuine Epson	4	290.00	1,160.00

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
33	bottle	Ink Original for Epson Printer, 003, Cyan - Genuine Epson	45	300.00	13,500.00
34	bottle	Ink Original for Epson Printer, 003, Magenta - Genuine Epson	45	300.00	13,500.00
35	bottle	Ink Original for Epson Printer, 003, Yellow - Genuine Epson	45	300.00	13,500.00
36	piece	BALLPEN, 0.5 BLACK - Flexoffice	25	7.00	175.00
37	piece	MEDAL with Lace, big, DepED (Gold, Silver, Bronze)	250	48.00	12,000.00
		Nothing Follows			-
			Total Amount:		110,609.00

Total Amount in Words: **ONE HUNDRED TEN THOUSAND SIX HUNDRED NINE PESOS ONLY**

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:


DEBBIE E. OLMOGUEZ

Signature over Printed Name of Supplier

1-10-15

Date

Very truly yours


ATTY. CHARLY JOY C. NAVAREZ

Signature over Printed Name of Authorized Official

SECONDARY SCHOOL PRINCIPAL I

Designation

Fund Cluster : MOOE - ES

Funds Available : _____

ORS/BURS No. : _____

Date of the ORS/BURS: _____

Amount : _____