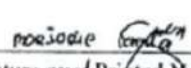



PURCHASE ORDER
DEPED, DIVISION OF OZAMIZ CITY

Supplier CROWN PAPER AND STATIONERY SUPPLIES		P.O. No. : 2025 - 02 - 0002			
Address OZAMIZ CITY		Date : 02 / 11 / 2025			
TIN : 184 - 723 - 355 - 0001		Mode of Procurement :			
Gentlemen:					
Please furnish this Office the following articles subject to the terms and conditions contained herein:					
Place of Delivery : DIEGO TUASTOMBAN ELEMENTARY SCHOOL		Delivery Term : Pick Up			
Date of Delivery :		Payment Term : CASH ON DELIVERY			
Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	piece	CLEARBOOK, A4 size	7	39.00	273.00
2	piece	PHILIPPINE NATIONAL FLAG	3	275.00	825.00
3	roll	TAPE, transparent, 48 mm	15	20.00	300.00
4	piece	CORRECTION TAPE	16	13.50	216.00
5	pack	CARTOLINA, assorted colors	4	65.00	260.00
6	ream	PAPER, MULTIPURPOSE LEGAL	5	195.00	975.00
7	piece	BALLPEN	38	5.50	209.00
8	pack	PHOTO PAPER	7	75.00	525.00
9	box	PLASTIC FASTENER	5	35.00	175.00
10	piece	MANILA PAPER	50	4.50	225.00
11	piece	PLASTIC ENVELOPE, long	21	4.50	94.50
12	pack	Specialty Board, A4, 180gsm	21	30.00	630.00
13	pack	Specialty Board, long, 180gsm	7	35.00	245.00
14	piece	Illustration Board 1/2	6	26.00	156.00
15	box	Crayons (16 colors)	4	36.00	144.00
16	piece	Folder, long, with plastic cover	12	17.00	204.00
17	ream	Construction Paper, long	1	195.00	195.00
18	bottle	Ink, Epson 003, black	16	310.00	4,960.00
19	bottle	Ink, Epson 003, cyan	10	330.00	3,300.00
20	bottle	Ink, Epson 003, magenta	10	330.00	3,300.00
21	bottle	Ink, Epson 003, yellow	10	330.00	3,300.00
22	piece	Pall	7	120.00	840.00
23	piece	Mop Handle	3	150.00	450.00
24	piece	Mop Head	3	150.00	450.00
Nothing Follows					
				Total Amount:	22,251.50
Total Amount in Words		Seven Thousand Three Hundred Thirty Four 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:			Very truly yours,		
 Signature over Printed Name of Supplier _____ Date			 LIDA T. BACO Signature over Printed Name of Authorized Official School Head Designation		
Fund Cluster : REGULAR MOOE		ORS/BURS No. :			
Funds Available :		Date of the ORS/BURS:			
		Amount :			
_____ Signature over Printed Name of Chief Accountant/Head of Accounting Division/Unit					