## **PURCHASE ORDER**

## DEPED, DIVISION OF OZAMIZ CITY

Supplier:	: KEEDEE OFFICE SUPPLIES TRADING			P.O. No. : 2025-02-0001		
Address:	OZAMIZ CITY			Date: February 14, 2025		
TIN:	306-794-052-0001			Mode of Procurement : SVP		
Gentlemen:						
	Please furni	sh this Office the following articles subject to the terms and		And the second second second	The second secon	
Place of Delivery:		BONGBONG ES	Delivery Term : Free Delivery			
Date of Delivery:		3 calendar days after the receipt of PO by the supplier	Payment Term: COD			
Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount	
1	ream	PAPER, MULTIPURPOSE A4	50	180.00	9,000.00	
8	unit	PRINTER Eco Tank All-in-One Ink Tank (print,scan,copy), L3210 - EPSON	12	8,990.00	107,880.00	
9	unit	Steel Cabinet	1	9,700.00	9,700.00	
10	piece	Medal Academic Assorted (Kagawaran ng edukasyon, Gold, Silver,Bronze)	120	48.00	5,760.00	
11	piece	Brown Envelope (A4 size)	120	2.00	240.00	
12	pack	worx paper (10 pieces in a pack)	100	38.00	3,800.00	
20	box	Paper Clip 50mm	5	24.00	120.00	
21	bottle	Glue 130 ml	4	55.00	220.00	
		***nothing follows***				
	-		Total Amount: 136,720.00			
(Total Amount in Words) One Hundred Thirty Six Thousand Seven Hundred				sos and No Cer	nts	
In case of failure to make the full delivery within the time specified above, a pen for every day of delay shall be imposed on the undelivered item/s.  Conforme:  Signature over Printed Name of Supplier			Very truly yours.  JOSELVIO D. CASEROS Signature over Printed Name of			
	51)	Date		Authorized O School He Designati	fficial ad	
Fund Cluster:			ORS/BURS No. :			
Funds Availa	able :		Date of the ORS/BURS: Amount:			
	Signature of	over Printed Name of Chief Accountant/Head of Accounting Division/Unit	,			