PURCHASE ORDER

DEPED, DIVISION OF OZAMIZ CITY

Supplier	**KEEDEE OFFICE SUPPLIES TRADING**	P.O. No. :	2025 - 02 - 0006
Address	**OZAMIZ CITY**	Date :	02/ / 2025
TIN :	**306-794-052-00001**	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	unit	PRINTER Eco Tank All-in-One Ink Tank (print,scan,copy), No wifi	1	9,200.00	9,200.00
2	unit	Speaker, portable	1	14,000.00	14,000.00
3	set	Microphone, wireless	1	3,000.00	3,000.00
4	piece	Microphone, wired	1	2,000.00	2,000.00
5	piece	Dish cabinet, big	1	4,500.00	4,500.00
6	unit	Water Dispenser	1	7,000.00	7,000.00
7	box	Staple Wire for Gun Tacker	1	75.00	75.00
8	piece	Extension Wire 8m, assembled	2	495.00	990.00
9	piece	Biometric Machine	1	3,800.00	3,800.00
10	pieces	Bolo (guna)	5	150.00	750.00
11	box	Scythe (lampas)	2	450.00	900.00
12	pack	Jungle Bolo (sundang)	2	450.00	900.00
13	meter	Table Cloth, leatherete	9	150.00	1,350.00
14	pc	Office Chair w/ armrest	1	2,450.00	2,450.00
		Nothing Follows			
			Total Amount:		**50,915.00**
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:

STEPHEN KHAN RECONALLA

Signature over Printed Name of Supplier

Date

Very truly yours,

LIDA L. 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