



PURCHASE ORDER
DEPED, DIVISION OF OZAMIZ CITY

Supplier : KEEDEE OFFICE SUPPLIES TRADING		P.O. No. : 2025-03-003			
Address : OZAMIZ CITY		Date : March 18, 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 : MALAUBANG IS		Delivery Term : Free Delivery			
Date of Delivery : 1-3 Calendar days after receipt of PO by the supplier		Payment Term : COD			
Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	bottle	GLUE, all-purpose	37	60.00	2,220.00
2	piece	EXPANDED ENVELOPE, LEGAL	40	17.00	680.00
3	piece	FOLDER, A4	100	6.75	675.00
4	Unit	SMART TELEVISION 42"	4	15,000.00	60,000.00
5	bottle	INK ORIGINAL EPSON, 003 CYAN	10	300.00	3,000.00
6	bottle	INK ORIGINAL EPSON, 003 MAGENTA	10	300.00	3,000.00
7	bottle	INK ORIGINAL EPSON, 003 YELLOW	10	300.00	3,000.00
			Total Amount:		72,575.00
(Total Amount in Words)		Seventy Two Thousand Five Hundred Seventy Five 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,			
 Keedee Office Supplies Trading 09173112213 Signature over Printed Name of Supplier		 BUNAVISTA J. ABAPO Signature over Printed Name of PRINCIPAL II Designation			
Date					
Fund Cluster :		ORS/BURS No. :			
Funds Available :		Date of the ORS/BURS:			
		Amount :			
Signature over Printed Name of Chief Accountant/Head of Accounting Division/Unit					