## **PURCHASE ORDER**

DEPED, DIVISION OF OZAMIZ CITY

Supplier:	KEEDEE OFFICE SUPPLIES TRADING			P.O. No.: 2025-02- 000		
Address:	OZAMIZ CITY			Date: 02/26 1025		
TIN:	306-794-05	52-000	Mode of Procurement : SHOPPING			
Gentlemen:						
	Please fur	nish this Office the following articles subject to the terms and cor	ditions con	tained herein	10.1	
Place of Deli	ace of Delivery: Cruz Lanzado Saligan Integrated School			Delivery Term: IMMEDIATELY		
Date of Delivery:		5 days from P.O. date	Payment Term: IMMEDIATELY			
Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount	
1	bottle	ALCOHOL, Ethyl, 500 mL	14	95.00	1,330.00	
2	piece	BROOM (Walis Tambo)	13	120.00	1,560.00	
3	piece	DETERGENT BAR	28	14.00	392.00	
5	can	FLOOR WAX, paste type, red	13	309.00	4,017.00	
6	bottle	GLUE, all-purpose	13	55.00	715.00	
13	piece	MARKER, Permanent, Black	14	8.00	112.00	
14	box	PAPER CLIP, vinly/plastic coated, 33mm	14	10.00	140.00	
15	box	PAPER CLIP, vinly/plastic coated, jumbo, 50mm	14	24.00	336.00	
16	box	PENCIL, lead/graphite, with eraser	3	80.00	240.00	
21	ream	PAPER, MULTICOPY A4	208	180.00	37,440.00	
22	ream	PAPER, MULTICOPY LEGAL	56	200.00	11,200.00	
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				Amount:	57,482.00	
(Total Amoun	otal Amount in Words) Fifty Seven Thousand Four Hundred Eighty		wo Pesos and No Cents			
In case of failure to make the full delivery within the time specified above, a penalty of every day of delay shall be imposed on the undelivered item/s.  Conforme:  Reedee Of Supplies Trading  Signature over Printed Name of Supplier				Very truly yours,  LALAINE Y. PONCE  Signature over Printal Name of Authorized Official  School Head		
		D. Commission of the Commissio				
		Date		Designation	JII	
Fund Cluster : Funds Available :				ORS/BURS No. : Date of the ORS/BURS: Amount :		
	Signatu	re over Printed Name of Chief Accountant/Head of Accounting Division/Unit				