
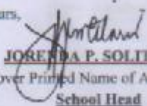


PURCHASE ORDER
DEPED, DIVISION OF OZAMIZ CITY

Supplier KEEDEE OFFICE SUPPLIES TRADING		P.O. No. : 2025 - 02 - ES01			
Address OZAMIZ CITY		Date : 02/18/2025			
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 : JACINTO NEMEÑO INTEGRATED SCHOOL - ES		Delivery Term : Pick Up			
Date of Delivery :		Payment Term : CASH ON DELIVERY			
Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	piece	CLEARBOOK, Legal size	8	45.00	360.00
2	piece	SIGN PEN, Extra Fine Tip, Black	8	24.00	192.00
3	bottle	BROOM (Walis Tambo)	8	119.00	952.00
4	plastic container	CLEANER, Toilet Bowl and Urinal	8	52.00	416.00
5	bar	CLEANSER, Scouring Powder	8	52.00	416.00
6	piece	DETERGENT POWDER, all purpose	8	54.00	432.00
7	can	DUST PAN	8	70.00	560.00
8	bottle	FLOOR WAX, paste type, red	16	290.00	4,640.00
9	unit	HAND SOAP, liquid, 500mL	8	47.00	376.00
10	piece	MONOBLOC CHAIR, beige	5	458.00	2,290.00
11	box	STAPLE WIRE, standard	8	39.00	312.00
12	roll	TAPE, transparent, 24mm	16	21.00	336.00
13	box	CHALK, white enamel	16	70.00	1,120.00
14	box	FASTENER	1	40.00	40.00
15	piece	PUNCHER, paper, heavy duty	8	200.00	1,600.00
16	pack	CARTOLINA, assorted colors	20	92.00	1,840.00
17	pad	NOTEPAD, stick-on, 50mm x 76mm	16	20.00	320.00
18	ream	PAPER, MULTIPURPOSE A4	60	179.00	10,740.00
19	ream	PAPER, MULTIPURPOSE LEGAL	16	200.00	3,200.00
20	pack	TOILET TISSUE PAPER, 2 ply	8	108.00	864.00
21	piece	Ballpen Black	40	7.00	280.00
22	piece	Ballpen, Blue	8	7.00	56.00
23	piece	Ballpen, Red	16	7.00	112.00
24	box	Chalk, Colored min.100pcs/box	8	110.00	880.00
25	packs	Construction Paper (long)	8	242.00	1,936.00
26	bottle	Glue White (min. 130gms)	24	55.00	1,320.00
27	bottle	Muriatic acid 500ml	8	80.00	640.00
28	box	Paper Fastener Coated (Plastic)	10	40.00	400.00
29	piece	Permanent marker/Pentil Pen, Refillable, Broad Tip, Black	16	60.00	960.00
30	bottle	Permanent/Pentil Ink Refill, Black	16	138.00	2,208.00
31	piece	Plastic Envelope, Long	160	11.00	1,760.00
32	piece	Scissors, Big, Heavy Duty	8	55.00	440.00
33	packs	Specialty Paper, 90gsm, Long	8	32.00	256.00
34	packs	Specialty Board (Long)	8	44.00	352.00
35	piece	Stapler, Standard 35 with remover heavy duty	8	484.00	3,872.00
36	roll	Tape Double sided, 1"	8	32.00	256.00
37	unit	Trash Bin, Min.8 liters, swing cover	16	210.00	3,360.00
38	piece	RECORD BOOK, 300 PAGES, size: 214mm x278mm min	16	90.00	1,440.00
39	book	Steel Cabinet, 4 doors	1	9,850.00	9,850.00
40	unit	Solar LED light, outpost 1200 watts	4	2,650.00	10,600.00
41	piece	Calculator, 12 Digits, Big Dials, big screen, battery and solar operated	3	440.00	1,320.00
42	piece	Padlock, medium, heavy duty	5	365.00	1,825.00
		Nothing Follows			
			Total Amount:		75,129.00
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:		Very truly yours,			
					
Signature over Printed Name of Supplier		Signature over Printed Name of Authorized Official			
2-18-25		School Head			
Date		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					