



Republic of the Philippines
 Department of Education
 REGION X – NORTHERN MINDANAO
 SCHOOLS DIVISION OF OZAMIZ CITY

PURCHASE ORDER

Supplier: GEMMS ENTERPRISES		P.O. NO.: 2025-01-015			
Address: Ozamiz City		Date: 23-Jan-2025			
TIN: _____		Mode of Procurement: SHOPPING			
Gentlemen: Please furnish this Office the following articles subject to the terms and conditions contained herein: Place of Delivery: Division of Ozamiz City Date of Delivery: within 30 days from the receipt of the Purchase Order Delivery Term: _____ Payment Term: _____					
Stock/ Property No.	Unit		Quantity	Unit Cost	Amount
1	pcs	Clear Book 60 pockets Legal Size	9	110.00	990.00
2	pcs	Epson 003 Cyan	7	280.00	1,960.00
3	pcs	Epson 003 Magenta	7	280.00	1,960.00
4	pcs	Epson Ink 003 Black	19	280.00	5,320.00
5	pcs	Epson Ink 003 Yellow	8	280.00	2,240.00
6	pcs	GLOSSY PHOTO PAPER A4 SIZE PACKS (20 sheets per pack)-235GSM	3	190.00	570.00
7	pcs	Ink Epson Original 003, Black	5	280.00	1,400.00
8	pcs	Ink Epson Original 003, Black	3	280.00	840.00
9	pcs	Ink Original Epson 003, Black	2	280.00	560.00
10	pcs	Ink Original Epson L1800 (T673) black	1	490.00	490.00
11	pcs	Ink Original Epson L1800 (T673) Cyan	1	490.00	490.00
12	pcs	Ink Original Epson L1800 (T673) cyan	1	490.00	490.00
13	pcs	Ink Original Epson L1800 (T673) Light Cyan	1	490.00	490.00
14	pcs	Ink Original Epson L1800 (T673) light cyan	1	490.00	490.00
15	pcs	Ink Original Epson L1800 (T673) Light Magenta	1	490.00	490.00
16	pcs	Ink Original Epson L1800 (T673) light magenta	2	490.00	980.00
17	pcs	Ink Original Epson L1800 (T673) Magenta	1	490.00	490.00
18	pcs	Ink Original Epson L1800 (T673) magenta	1	490.00	490.00
19	pcs	Ink Original Epson L1800 (T673) Yellow	1	490.00	490.00
20	pcs	Ink Original Epson L1800 (T673) yellow	1	490.00	490.00
21	pcs	Ink Original Epson, 003 Black	3	280.00	840.00
22	pcs	Ink Original Epson, 003 Black	4	280.00	1,120.00
23	pcs	Ink Original Epson, 003 black	6	280.00	1,680.00
24	pcs	Ink Original Epson, 003 Black	3	280.00	840.00
25	pcs	Ink Original Epson, 003 Black	4	280.00	1,120.00
26	pcs	Ink Original Epson, 003 Black	5	280.00	1,400.00
27	pcs	Ink Original Epson, 003 Cyan	1	280.00	280.00
28	pcs	Ink Original Epson, 003 Cyan	2	280.00	560.00
29	pcs	Ink Original Epson, 003 cyan	2	280.00	560.00
30	pcs	Ink Original Epson, 003 Cyan	1	280.00	280.00
31	pcs	Ink Original Epson, 003 Cyan	2	280.00	560.00
32	pcs	Ink Original Epson, 003 Magenta	1	280.00	280.00
33	pcs	Ink Original Epson, 003 Magenta	2	280.00	560.00
34	pcs	Ink Original Epson, 003 magenta	2	280.00	560.00
35	pcs	Ink Original Epson, 003 Magenta	1	280.00	280.00
36	pcs	Ink Original Epson, 003 Magenta	2	280.00	560.00
37	pcs	Ink Original Epson, 003 Yellow	1	280.00	280.00
38	pcs	Ink Original Epson, 003 Yellow	2	280.00	560.00
39	pcs	Ink Original Epson, 003 yellow	2	280.00	560.00
40	pcs	Ink Original Epson, 003 Yellow	1	280.00	280.00
41	pcs	Ink Original Epson, 003 Yellow	2	280.00	560.00
42	pcs	Metal Fastener	1	90.00	90.00
43	pcs	TRASHBAG, MEDIUM	10	30.00	300.00
44	pcs	TRASHBAG, SMALL	5	20.00	100.00
		*** Nothing Follows ***			
Total Amount in Words		Thirty Five Thousand Nine Hundred Thirty Pesos Only		PHP	35,930.00
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, NIMEA R. LAGO, CESO VI Assistant Schools Division Superintendent OIC, Office of the Schools Division Superintendent			
Signature over Printed Name of Supplier MARCELO D. AYILA Accountant III		ORS/BURS No.: _____ Date of the ORS/BURS: _____ Amount: _____			
Fund Cluster: _____ Funds Available: _____					



Address: IBIT Compound, Carangan, Ozamiz City
 Telephone No: (088) 545-09-88
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 Email Address: deped1miz@gmail.com

Our LEARNERS: The Diamonds of the Fortress.
 ASENZO OZAMIZ!