

# PURCHASE ORDER

**Schools Division of South Cotabato**

Supplier: <b>PEOPLE'S GENERAL MERCHANDISE</b> Address: Alunan Avenue, Brgy Zone III, Koronadal City, South Cotabato TIN No. 104-076-876-000	P.O No. <b>22-037</b> Date: <b>MAR 28 2022</b> PR No. <b>DSC-22-03-036</b> Mode of Procurement: <b>Shopping 52.1b</b>
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Gentlemen:  
Please furnish this office the following articles subject to the terms and conditions contained herein:

Place of Delivery: <b>Supply Office, DepEd - Division of So. Cot.</b> Date of Delivery: <b>Three (3) calendar days after receipt of PO</b>	Delivery Term: <b>Three (3) Calendar days</b> Payment Term: <b>15 Calendar days</b>
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Stock/Property No.	Unit	Description	Quantity	Unit Cost	Amount
<b>1</b>	<b>lot</b>	<b>Supply and delivery of Activity Materials</b>	<b>1</b>		
	set	Genuine Epson Ink 003	4	1,500.00	6,000.00
	ream	Line Paper, A4	1	889.75	889.75
	pc	Notebook (50 leaves) standard size	105	10.00	1,050.00
<i>x-x-x-x-x Nothing Follows x-x-x-x-x</i>					
<i>For the use of Roll-out Division Training in Basic Music Concepts for Grades 1, 2 &amp; 3 Teachers</i>					

**TOTAL    Php7,939.75**

(Total Amount in Words)    **Seven Thousand Nine Hundred Thirty Nine and Seventy Five Centavo**

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 to undelivered items.

Very truly yours,

Conforme:

**DR. RUTH L. ESTACIO, CESO VI**  
Schools Division Superintendent

ROSALIE A. ORFRECIO

**PEOPLE'S GENERAL MERCHANDISE**

Signature over Printed Name

4-8-2022

Date

Fund Cluster : <u>101</u>	ORS/BURS No. : <u>2022-04-01612</u>
Funds Available: <u>7,939.95</u>	Date of the ORS/BURS : <u>APR 04 2022</u>
	Amount: <u>7,939.75</u>

**CARLO P. DIVEDOR, CPA**  
Accountant III #15172

