

PURCHASE ORDER

Schools Division of South Cotabato

Supplier: **PEOPLE'S GENERAL MERCHANDISE**

P.O No. **22-056**

Date: **April 11, 2022**

Address: Alunan Avenue, Brgy Zone III, Koronadal City, South Cotabato

PR No. **DSC-22-03-059**

TIN No. 104-076-876-000

Mode of Procurement: **Shopping 52.1b**

Gentlemen:

Please furnish this office the following articles subject to the terms and conditions contained herein:

Place of Delivery: **Supply Office, DepEd - Division of So. Cot. Three (3) calendar days after receipt of PO**

Delivery Term: **Three (3) Calendar days**

Date of Delivery: **Three (3) calendar days after receipt of PO**

Payment Term: **15 Calendar days**

Stock/Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	lot	Supply and delivery of Activity Materials	1		2,492.25
	bottle	Ink, Black (For Epson Printer)	1	341.00	341.00
	bottle	Ink, Black (For Brother Printer)	1	511.50	511.50
	ream	Linen Paper, size A4	1	736.50	736.50
	ream	Bond Paper, size A4 210x297mm	3	196.50	589.50
	piece	Expanded Brown Envelope, Legal size	15	15.25	228.75
	piece	Folder, color: green, legal Size	10	8.50	85.00
		<i>x-x-x-x-x Nothing Follows x-x-x-x-x</i>			

For the conduct of Skills Expo and Career Guidance for Grade 12 SHS on April 22, 2022

TOTAL Php2,492.25

(Total Amount in Words) **Two Thousand Four Hundred Ninety Two and Twenty Five Centavos**

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
Head of Procuring Entity (HOPE)

ROSALIE A. ORFRECIO

PEOPLE'S GENERAL MERCHANDISE

Signature over Printed Name

Date

Fund Cluster : 101

ORS/BURS No. : 222-04-02004

Funds Available: 2,492.25

Date of the ORS/BURS : APR 11 2022

Amount: 2,492.25

CARLO P. DIVEDOR, CPA

Accountant III 4/11/22

