

PURCHASE ORDER

Schools Division of South Cotabato

Supplier: **PEOPLES GENERAL MERCHANDISE**

P.O No. **22-014**

Date: **February 8, 2022**

Address: Alunan Avenue, Koronadal City, South Cotabato

PR No. **DSC-22-01-007**

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.
Date of Delivery: Seven (7) calendar days
after receipt of PO

Delivery Term: **Seven (7) Calendar days**

Payment Term: **15 Calendar days**

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	lot	Supply and delivery of Activity Materials	1		1,196.00
	ream	Linen, A4, Light colored	1	889.75	
	pc	Markers, (Pentelpen, Broad)	5	13.75	
	pc	Signing Pen (Blue, 0.3)	10	23.75	
		<i>x-x-x-x-x Nothing Follows x-x-x-x-x</i>			

For the conduct of Continuing Professional Development and advancement training for School Heads

TOTAL Php1,196.00

(Total Amount in Words)

One Thousand One Hundred Ninety-six Pesos

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

Assistant Schools Division Superintendent
OIC-Schools Division Superintendent

PEOPLES GENERAL MERCHANDISE

Signature over Printed Name

Date

Fund Cluster : 101

ORS/BURS No. : 2022-02-00790

Funds Available: 1,196.00

Date of the ORS/BURS : FEB 15 2022

Amount: 1,196.-

CARLO P. DIVEDOR, CPA

Accountant III