

# PURCHASE ORDER

Department of Education - Schools Division of South Cotabato

Supplier: <b>NEAP REGION XII</b>	P.O. No.: <b>23-068</b>
	Date: <b>June 13, 2023</b>
Address: Quirino Ave., General Santos City	PR No.: <b>DSC-23-06-076</b>
TIN No.:	Mode of Procurement: <b>NP - AGENCY-TO-AGENCY</b>

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

Place of Delivery: <b>NEAP Region XII</b>	Delivery Term: <b>(Three) 3 Calendar day/s</b>
Date of Delivery: <b>On June 26-28, 2023</b>	Payment Term: <b>(Fifteen) 15 Calendar day/s</b>

Stock/Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	lot	<b>Lease of Venue with Meals and Snacks with Full-Board Accommodation for the conduct of 3-Day Seminar Workshop on School Financial Management for Batch 1 on June 26-28, 2023 at NEAP XII, General Santos City</b>	1		<b>322,000.00</b>
	pax	1st Day - June 26, 2023 Meals (2) and Snacks (2) with Accommodation	92	1,350.00	<b>124,200.00</b>
	pax	2nd Day - June 27, 2023 Meals (3) and Snacks (2) with Accommodation	92	1,500.00	<b>138,000.00</b>
	pax	3rd Day - June 28, 2023 Meals (2) and Snacks (2) without Accommodation	92	650.00	<b>59,800.00</b>

x-x-x-x-x-x-x-x-x-x Nothing follows x-x-x-x-x-x-x-x-x-x

**TOTAL: Php 322,000.00**

**(Total Amount in Words) Three Hundred Twenty-Two Thousand 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:

**LEONARDO M. BALALA, CESE**

Schools Division Superintendent  
Head of the Procuring Entity (HoPE)

  
**CHRISTOPHER F. ESTANILLO**  
**NEAP REGION XII**

Signature over Printed Name

6/14/2023

Date

Fund Cluster: 101

Funds Available: 322,000.00

  
**CARLO P. DIVEDOR, CPA**

Signature over Printed Name

ORS/BURS No. : \_\_\_\_\_

Date of the ORS/BURS : \_\_\_\_\_

Amount : \_\_\_\_\_