

Department of Education - Division of South Cotabato

Supplier: **DOUBLE EIGHTEEN MARKETING**
 DNG Bldg., Cor. Abad Santos St., & Datu Sinsuat St., Brgy.
 Address: Zone IV, Koronadal City, South Cotabato
 TIN No. 496-659-408-000

P.O No. **23-087**
 Date: **August 7, 2023**
 PR No. **DSC-23-07-095**
 Mode of Procurement: **NP-SVP**

Gentlemen:

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

Place of Delivery: Supply Office, DepEd - Schools Division of So. Cot. Delivery Term: **Seven (7) Calendar days**
 Date of Delivery: Upon receipt of PO Payment Term: **15 Calendar days**

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	lot	Supply and Delivery of Office Supplies and Equipment for the conduct of Libreng School Supplies mo, Laking Ginhawa ko Project at Ellaw Integrated School-Deseket Extension	1		29,896.00
	unit	Printer - L3210, <i>Epson</i>	1	10,000.00	10,000.00
	pc	Ink for Printer 03, Cyan, <i>Epson</i>	2	270.00	540.00
	pc	Ink for Printer 03, Magenta, <i>Epson</i>	2	270.00	540.00
	pc	Ink for Printer 03, Yellow, <i>Epson</i>	2	270.00	540.00
	pc	Ink for Printer 03, Black, <i>Epson</i>	2	270.00	540.00
	box	A4 Bond Paper, <i>1Kone</i>	4	990.00	3,960.00
	box	F4B (8.5x13) Bond Paper, <i>1Kone</i>	4	1,025.00	4,100.00
	pc	Notebook - 80's	120	23.00	2,760.00
	pad	Writing paper for Grade , <i>Enlivo</i>	10	12.50	125.00
	pad	Writing paper for Grade 2, <i>Enlivo</i>	10	12.50	125.00
	pad	Writing paper for Grade 3, <i>Enlivo</i>	10	12.50	125.00
	pad	Writing paper for Grade 4, <i>Enlivo</i>	10	12.50	125.00
	pad	Writing Paper for Intermediate, <i>Enlivo</i>	10	35.00	350.00
	pc	Ballpen black-Gtech .03, <i>Dong A</i>	12	33.00	396.00
	box	Ballpen black-50's, <i>Joystick</i>	1	300.00	300.00
	box	Pencil #2, <i>Mongol</i>	5	99.00	495.00
	box	Crayons, 8 colors, <i>Comply</i>	15	25.00	375.00
	pc	Violet Expanded envelope (long), <i>Phoenix</i>	50	21.00	1,050.00
	pc	Violet Folder (long), <i>Comply</i>	50	13.00	650.00
	box	Fastener, <i>Selri</i>	5	45.00	225.00
	gal	Glue, <i>Comply</i>	1	650.00	650.00
	pc	Puncher, <i>HBW</i>	1	325.00	325.00
	pc	Stapler, <i>Jazz</i>	3	230.00	690.00
	pc	Tape Dispenser, <i>HBW</i>	2	210.00	420.00
	pc	Tacker, <i>Comply</i>	1	490.00	490.00
		<i>x-x-x-x-x nothing follows x-x-x-x-x-x</i>			
TOTAL					Php29,896.00

(Total Amount in Words)

Twenty-Nine Thousand Eight 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:

Lu.

LEONARDO M. BALALA, CESE
 Schools Division Superintendent
 Head of the Procuring Entity (HoPE)