

# PURCHASE ORDER

**Department of Education - Schools Division of South Cotabato**

Supplier: <b>IT AVENUE GENERAL MERCHANDISE</b>	P.O. No.: <b>23-100</b>
	Date: <b>October 16, 2023</b>
Address: Miguel Bldg. Crossing Diaz, Koronadal City, South Cotabato	PR No.: <b>DSC-23-09-107</b>
TIN No.: 249-923-404-00005	Mode of Procurement: <b>NP - SMALL VALUE PROCUREMENT</b>

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

Place of Delivery: <b>Supply Office, Schools Division of South Cotabato</b>	Delivery Term: <b>(Ten) 10 Calendar day/s</b>
Date of Delivery: <b>Upon Receipt of NTP</b>	Payment Term: <b>(Fifteen) 15 Calendar day/s</b>

Stock/Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	lot	<b>Supply and Delivery of IT Equipment for the use of OSDS-ICT Unit of Schools Division of South Cotabato</b>	1		<b>61,370.00</b>
	pc	27" FHD-IPS Slim LED Monitor - DELL S2721HN	3	13,990.00	<b>41,970.00</b>
	pc	Uninterruptible Power Supply - (UPS) 650V, VR 375Watts,	5	2,490.00	<b>12,450.00</b>
	pc	RAM 8GB 1333Mhz, DDR3-for Desktop	4	1,390.00	<b>5,560.00</b>
	pc	RAM 85 3200Mhz DDR4-For Desktop	1	1,390.00	<b>1,390.00</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 61,370.00**

**(Total Amount in Words) Sixty-One Thousand Three Hundred Seventy 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,

**LEONARDO M. BALALA, CESE**

Schools Division Superintendent  
Head of the Procuring Entity (HoPE)

Conforme:

**IT AVENUE GENERAL MERCHANDISE**

Signature over Printed Name

11/14/2023

Date

Fund Cluster: 101

Funds Available: 61,370

ORS/BURS No. : 2023-10-04353

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

Amount : 61,370.00

**CARLO P. DIVEDOR, CPA**

Signature over Printed Name