

# PURCHASE ORDER

Department of Education - Schools Division of South Cotabato

Supplier: **SURALLAH NORTH DISTRICT  
PST MPC**

P.O. No.: **23-113**

Date: **November 6, 2023**

Address: Surallah South Cotabato

PR No.: **DSC-23-10-129**

TIN No.: 005-318-765-000

Mode of Procurement: **NP - SMALL VALUE PROCUREMENT**

Gentlemen:

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

Place of Delivery: **Conference Hall, Schools Division of South Cotabato**

Delivery Term: **(One) 1 Calendar day/s**

Date of Delivery: **November 8, 2023**

Payment Term: **(Fifteen) 15 Calendar day/s**

Stock/Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	lot	<b>Supply and Delivery of Meals and Snacks for the conduct of 2023 Dreamweavers Awarding and Recognition for Outstanding Employees (PRAISE) on November 8, 2023</b>	1		<b>35,000.00</b>
	pax	Meals and Snacks	70	500.00	<b>35,000.00</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 35,000.00**

**(Total Amount in Words) Thirty-Five 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)

  
**SURALLAH NORTH DISTRICT PST MPC**

Signature over Printed Name

11/7/23

Date

Fund Cluster: 101

Funds Available: 35,000.00

ORS/BURS No. : 2023-11-045 22

Date of the ORS/BURS : NOV 08 2023

Amount : 35 000.00

  
**CARLO P. DIVEDOR, CPA**

Signature over Printed Name