

# PURCHASE ORDER

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

<b>Supplier:</b> <b>SURR TRADEPRO CONSUMER GOODS TRADING</b>	<b>P.O. No.:</b> <b>23-023</b>
	<b>Date:</b> <b>March 10, 2023</b>
<b>Address:</b> Brgy. GPS, Koronadal City, South Cotabato	<b>PR No.:</b> <b>DSC-23-03-017</b>
<b>TIN No.:</b> 732-728-319-000	<b>Mode of Procurement:</b> <b>NP - SMALL VALUE PROCUREMENT</b>

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

<b>Place of Delivery:</b> <b>DepEd-Schools Division Office, Koronadal City, South Cotabato</b>	<b>Delivery Term:</b> <b>(Seven) 7 Calendar day/s</b>
<b>Date of Delivery:</b> <b>Upon Receipt of P.O</b>	<b>Payment Term:</b> <b>(Fifteen) 15 Calendar day/s</b>

Stock/Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	lot	<b>Supply and Delivery of Office Equipment for Property and Supply Section.</b>	1		<b>59,800.00</b>
	unit	Trolley Hand Tract Haul Expert, HD 10 x 1 Angular Type	2	12,000.00	<b>24,000.00</b>
	unit	Safety Vault, Fire and Burglary Resistant safe - Brand: Soter	1	35,800.00	<b>35,800.00</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 59,800.00**

**(Total Amount in Words) Fifty-Nine Thousand Eight Hundred Pesos**

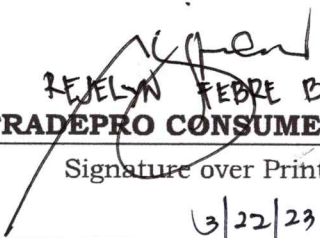
In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed to undelivered items.

Very truly yours,

**DR. RUTH L. ESTACIO, CESO VI**

Schools Division Superintendent  
Head of the Procuring Entity (HoPE)

Conforme:

  
**REJELYN FEDRE BULADAS**  
**SURR TRADEPRO CONSUMER GOODS TRADING**  
 Signature over Printed Name  
 3/22/23  
 Date

Fund Cluster: 161  
 Funds Available: 59,800.00

ORS/BURS No. : 2023-03-00883  
 Date of the ORS/BURS : MAR 16 2023  
 Amount : 59,800.

**CARLO P. DIVEDOR, CPA**

Signature over Printed Name 3/17/23