

PURCHASE ORDER

Department of Education - Schools Division of South Cotabato

Supplier: STARBRIGHT OFFICE DEPOT, INCORPORATED	P.O. No.: 24-227
	Date: December 4, 2024
Address: Koronadal City	PR No.: DSC-24-11-240
TIN No.: 005-978-639-000	Mode of Procurement: Other Negotiated Procurement (Others above 50K)

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

Place of Delivery: Supply Office, Schools Division of South Cotabato	Delivery Term: Ten (10) Calendar day/s
Date of Delivery: Upon Receipt of NTP	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 Provision of Set of Printing Materials for the Implementation of Reading Intervention Activities	1		105,905.60
	unit	PRINTER - EPSON L3210	8	9,297.70	74,381.60
	set	EPSON PRINTER INK 003 (Cyan, Magenta, Yellow)	8	1,157.25	9,258.00
	bot	EPSON PRINTER INK 003 (Black)	24	371.50	8,916.00
	ream	BOND PAPER, A4 - IK ONE, 70gsm	75	178.00	13,350.00

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

TOTAL: Php 105,905.60

(Total Amount in Words) One Hundred-Five Thousand Nine Hundred-Five Pesos and Sixty Centavos

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, CESO V

Schools Division Superintendent
Head of the Procuring Entity (HoPE)

Rizq
Carlo F. Divedor

STARBRIGHT OFFICE DEPOT, INCORPORATED

Signature over Printed Name

12-11-24

Date

Fund Cluster: 101

Funds Available: 105,905.60

ORS/BURS No. : 2024-12-08238

Date of the ORS/BURS 9 7 DEC 2024

Amount : 105,905.60

CARLO F. DIVEDOR, CPA

Signature over Printed Name

12-10-24