

PURCHASE ORDER

Department of Education - Schools Division of South Cotabato

Supplier: COOLTECH REF. & AIRCONDITIONING SERVICE AND REPAIR SHOP	P.O. No.: 24-038 Date: March 7, 2024
Address: Purok Maharlika Brgy. Zone III, Gensan Drive, Koronadal City, South Cotabato	PR No.: DSC-24-02-036
TIN No.: 416-779-129-000 (VAT)	Mode of Procurement: Other Negotiated Procurement (50K or less)

Gentlemen:

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

Place of Delivery: Schools Division of South Cotabato	Delivery Term: Fifteen (15) Calendar day/s
Date of Delivery: After receipt of PO	Payment Term: 15 Calendar Days

Stock/Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	lot	Cleaning of Air Conditioning Units in various office	1		14,800.00
		Window Type			
	unit	COA	2	400.00	800.00
	unit	BAC	1	400.00	400.00
	unit	SDS	1	400.00	400.00
	unit	Payroll Unit	1	400.00	400.00
	unit	SGOD	2	400.00	800.00
	unit	PSDS	2	400.00	800.00
	unit	Supply Office	1	400.00	400.00
	unit	Health and Nutrition Office	1	400.00	400.00
		Floor Mounted:			
	unit	Conference Hall	2	800.00	1,600.00
	unit	CID	1	800.00	800.00
	unit	Personnel Section	2	800.00	1,600.00
	unit	Admin Section	1	800.00	800.00
		Split Type:			
	unit	CID	1	700.00	700.00
	unit	SDS	1	700.00	700.00
	unit	Accounting Office	2	700.00	1,400.00
	unit	Cash Section	1	700.00	700.00
	unit	Admin Section	2	700.00	1,400.00
	unit	LRMDC	1	700.00	700.00

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

TOTAL: Php 14,800.00

(Total Amount in Words) Fourteen 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,

LEONARDO M. BALALA, CESO V

Schools Division Superintendent
Head of the Procuring Entity (HoPE)

Conforme:

MA. TRINIDAD D. BASTIENON
COOLTECH REF. & AIRCONDITIONING SERVICE AND REPAIR SHOP

Signature over Printed Name

3-12-2024

Date

Fund Cluster: 101

Funds Available: 19,800.00

ORS/BURS No. : 02-102109-2024-03-0120

Date of the ORS/BURS : March 11, 2024

Amount : 19,800.00

CARLO P. DIVEDOR, CPA

Signature over Printed Name

3-11-24