

# PURCHASE ORDER

## Department of Education - Schools Division of South Cotabato

Supplier: <b>J-PRINT PRINTING AND SERVICES</b>	P.O. No.: <b>24-048</b>
	Date: <b>March 20, 2024</b>
Address: Odi St., Brgy Zone III, Koronadal City, South Cotabato	PR No.: <b>DSC-24-03-050</b>
TIN No.: 731-532-413-000	Mode of Procurement: <b>Other Negotiated Procurement (50K or less)</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 PO</b>	Payment Term: <b>15 Calendar Days</b>

Stock/Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	lot	<b>Supply and Delivery of Customized Activity Materials and Tarpaulin for the conduct of Disaster Risk Reduction (DRR) Camp for School Children on April 19-21, 2024</b>	1		<b>34,835.00</b>
	pc	ID Jacket, A2, 106 x 82mm	395	15.00	<b>5,925.00</b>
	pc	Personalized ID Sling 3/4	395	70.00	<b>27,650.00</b>
	pc	Tarpaulin, 7x10 Ft.	1	1,260.00	<b>1,260.00</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 34,835.00**

**(Total Amount in Words) Thirty-Four Thousand Eight Hundred Thirty-Five 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, CESO V**

Schools Division Superintendent  
Head of the Procuring Entity (HoPE)

**J-PRINT PRINTING AND SERVICES**

Signature over Printed Name

April 8, 2024

Date

Fund Cluster: 101

Funds Available: 34,835.00

ORS/BURS No. : 2024-04-01738

Date of the ORS/BURS : APR 02 2024

Amount : 34,835.00

**CARLO B. DIVEDOR, CPA**

Signature over Printed Name

4-8-24