

PURCHASE ORDER

Department of Education - Schools Division of South Cotabato

Supplier: K'DATU SOUVENIRS	P.O. No.: 24-009
	Date: January 25, 2024
Address: IAKE SEBU, SOUTH COTABATO	PR No.: DSC-24-01-010
TIN No.: 442-700-973-001	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: Supply Office, Schools Division of South Cotabato	Delivery Term: (Three) 3 Calendar day/s
Date of Delivery: Upon Receipt of PO	Payment Term: (Fifteen) 15 Calendar day/s

Stock/Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	lot	Supply and Delivery of Token for Keynote speaker during the conduct of 2024 Stakeholders Convergence and Matalag Dreamweaver Partners Appreciation Day on January 30, 2024	1		1,500.00
	pc	Tnalak Envelope/Organizer with Zipper, Tnalak Cover	1	1,500.00	1,500.00

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

TOTAL: Php 1,500.00

(Total Amount in Words) One Thousand Five 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,

Conforme:

LEONARDO M. BALALA, CESO V

Schools Division Superintendent
Head of the Procuring Entity (HoPE)

Signature
Sunil G. Carabao

K'DATU SOUVENIRS

Signature over Printed Name

1/29/2024

Date

Fund Cluster: 101

ORS/BURS No. : 2024-01-00333

Funds Available: 1,500.00

Date of the ORS/BURS : JAN 29 2024

Amount : 1,500

Signature
CARLO E. DIVEDOR, CPA

Signature over Printed Name

1-30-24