

# PURCHASE ORDER

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

<b>Supplier:</b> <b>PEOPLE'S GENERAL MERCHANDISE</b>	<b>P.O. No.:</b> <b>24-109</b>
	<b>Date:</b> <b>July 30, 2024</b>
<b>Address:</b> Alunan Avenue, Zone IV, Koronadal City	<b>PR No.:</b> <b>DSC-24-07-122</b>
<b>TIN No.:</b> 000-104-076-876	<b>Mode of Procurement:</b> <b>Other Shopping</b>

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

<b>Place of Delivery:</b> <b>Supply Office, Schools Division of South Cotabato</b>	<b>Delivery Term:</b> <b>Three (3) Calendar day/s</b>
<b>Date of Delivery:</b> <b>Upon Receipt of PO</b>	<b>Payment Term:</b> <b>15 Calendar Days</b>

Stock/Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	lot	<b>Supply and Delivery of Activity Materials for the conduct of Development and Evaluation of Interactive Learning Activity for Grade 9 and 10 Across All Learning Areas</b>	1		<b>1,966.00</b>
	ream	Linen Paper, Green, 8.5x11	1	983.00	<b>983.00</b>
	ream	Linen Paper, Yellow, 8.5x11	1	983.00	<b>983.00</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 1,966.00**

**(Total Amount in Words) One Thousand Nine Hundred Sixty-Six 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)

*Rosalie A. Ortigado*  
**ROSALIE A. ORTIGADO**

**PEOPLE'S GENERAL MERCHANDISE**

Signature over Printed Name

*8-15-2024*

Date

Fund Cluster: \_\_\_\_\_

Funds Available: \_\_\_\_\_

ORS/BURS No. : 2024-08-04227

Date of the ORS/BURS : AUG 06 2024

Amount : 1966.00

*Carlo P. Divedor*  
**CARLO P. DIVEDOR, CPA**

Signature over Printed Name

**12-AUG-2024**