

PURCHASE ORDER

Department of Education - Schools Division of South Cotabato

Supplier: PEOPLE'S GENERAL MERCHANDISE	P.O. No.: 24-005
	Date: January 25, 2024
Address: Alunan Avenue, Zone IV, Koronadal City	PR No.: DSC-24-01-013
TIN No.: 000-104-076-876	Mode of Procurement: SHOPPING (SEC. 52)b

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: (Seven) 7 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 Activity Materials for the conduct of 2024 Stakeholders Convergence and Matatag Dreamweaver Partners Appreciation day on January 30, 2024	1		6,647.75
	ream	Linen Paper, A4, Cream	1	1,022.75	1,022.75
	pc	Certificate Holder, A4, Blue	100	56.25	5,625.00

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

TOTAL: Php 6,647.75

(Total Amount in Words) Six Thousand Six Hundred Forty-Seven Pesos and Seventy Five 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,

LEONARDO M. BALALA, CESO V

Schools Division Superintendent
Head of the Procuring Entity (HoPE)

Conforme:

Fritzel E. Malitog
PEOPLE'S GENERAL MERCHANDISE

Signature over Printed Name

01-29-24

Date

Fund Cluster: 101

Funds Available: 6,647.75

ORS/BURS No. : 2024-01-00701

Date of the ORS/BURS : JAN 26 2024

Amount : 6,647.75

CARLO P. DIVEDOR, CPA

Signature over Printed Name

30 JAN 2024