

PURCHASE ORDER

Department of Education - Schools Division of South Cotabato

| | |
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| Supplier: PRECIOUS PRINCE ENTERPRISES | P.O. No.: 24-164 |
| Address: SPDA Compound, Alunan Avenue, Brgy. Zone III, Koronadal City, South Cotabato | Date: October 23, 2024 |
| TIN No.: 935-470-098-00002 | PR No.: DSC-24-09-178 |
| | Mode of Procurement: Other Shopping |

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

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| Place of Delivery: Supply Office, Schools Division of South Cotabato | Delivery Term: Three (3) 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 | Supply and Delivery of Activity Materials for the conduct of (SDSC) Schools Division of South Cotabato Career Guidance Program (CGP) Training of Trainers on November 6-8, 2024 | 1 | | 6,945.00 |
| | pc | Gel Pen, 0.3, black | 20 | 63.00 | 1,260.00 |
| | pc | Pentel Pen, blue | 10 | 40.00 | 400.00 |
| | pc | Gel Pen, 0.3, blue | 30 | 63.00 | 1,890.00 |
| | pc | Notebook, 50 leaves | 25 | 23.00 | 575.00 |
| | ream | Bond Paper, A4 | 2 | 210.00 | 420.00 |
| | ream | Linen Paper, A4, cream | 1 | 950.00 | 950.00 |
| | pack | Parchment Paper, A4 | 10 | 40.00 | 400.00 |
| | pc | Certificate Holder, A4 | 30 | 35.00 | 1,050.00 |

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

TOTAL: Php 6,945.00

(Total Amount in Words) Six Thousand Nine Hundred Forty-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,

LEONARDO M. BALALA, CESO V

Schools Division Superintendent
Head of the Procuring Entity (HoPE)

Conforme:

M. Alvarez
PRECIOUS PRINCE ENTERPRISES

Signature over Printed Name

10/30/24

Date

Fund Cluster: 101

Funds Available: 6,945.00

[Signature]
CARLO P. DIVEDOR, CPA

Signature over Printed Name

10-26-24

ORS/BURS No. : 2024-10-06775

Date of the ORS/BURS : 27 OCT 2024

Amount : 6,945.00