

PURCHASE ORDER

Department of Education - Schools Division of South Cotabato

Supplier: DADIANGAS CROWN BOOKSTORE INC.	P.O. No.: 24-262
	Date: December 26, 2024
Address: ALUNAN AVE., BRGY. ZONE III, KORONADAL CITY	PR No.: DSC-24-12-304
TIN No.: 004-443-941-001	Mode of Procurement: Other Shopping

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: 15 Calendar Days

Stock/Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	lot	Supply and Delivery of Office Supplies for additional supplies in the Library Hub	1		2,307.00
	ream	Bond paper, Legal size	4	212.00	848.00
	ream	Bond paper, A4 size	5	190.00	950.00
	pc	Metal Scissors, 6 inches	1	60.00	60.00
	box	Paper clip, vinyl coated, small, 33mm, 100's/box, assorted colors	3	12.00	36.00
	box	Paper clip, vinyl coated, small, 50mm, 100's/box, assorted colors	3	26.00	78.00
	bot	Glue, 130grams	2	52.00	104.00
	pc	Pencil, 19.2cm, Lead Grade 1	4	11.00	44.00
	pc	Ruler, 12 inches, Plastic	2	6.00	12.00
	pc	Folder, White, legal size	25	7.00	175.00

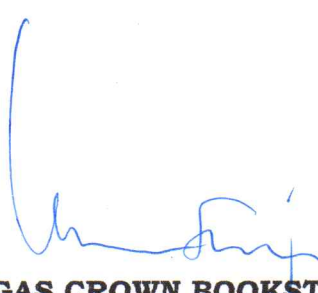
x-x-x-x-x-x-x-x-x-x Nothing follows x-x-x-x-x-x-x-x-x-x

TOTAL: Php 2,307.00

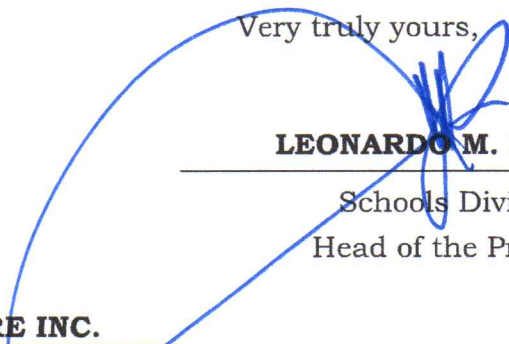
(Total Amount in Words) Two Thousand Three Hundred-Seven Pesos

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: 

DADIANGAS CROWN BOOKSTORE INC.



LEONARDO M. BALALA, CESO V

Schools Division Superintendent
Head of the Procuring Entity (HoPE)

Signature over Printed Name <i>1-7-25</i>	
Date	

Fund Cluster: <u>101</u>	ORS/BURS No. : <u>2024-12-09385</u>
Funds Available: <u>2,307.00</u>	Date of the ORS/BURS: <u>DEC 28 2024</u>
	Amount : <u>2,307.00</u>

 CARLO P. DIVEDOR, CPA Signature over Printed Name <i>12-31-24</i>	
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