



Republic of the Philippines
Department of Education
 CARAGA REGION
 DIVISION OF BUTUAN CITY



PURCHASE ORDER

Supplier : <u>KIMSON COMMERCIAL</u> Address : <u>820 R. CALO ST., BUTUAN CITY</u> TIN : <u>155-604-701-000</u>	P.O. No. : <u>23-02-014</u> PR 23-01-011 Date : <u>February 7, 2023</u> 398,216 MODE OF PROCUREMENT - SHOPPING PROCUREMENT 211,464
---	---

Gentlemen:

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

Purpose: **1ST QUARTER SUPPLIES FOR DEPED BUTUAN CITY.**

Place of Delivery : <u>DEPED BUTUAN CITY DIVISION- ROSAL ST., BRGY. DAGOHYOY, BUTUAN CITY</u> Date of Delivery : <u>7 CALENDAR DAYS DELIVERY PERIOD UPON RECEIPT OF PO</u>	Delivery Term : <u>DOOR TO DOOR</u> Payment Term : <u>AS TO AVAILABILITY OF FUNDS</u>
---	--

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
		LOT-1 OFFICE SUPPLIES			
	piece	Ballpen, Black	200	6.00	1,200.00
	pack	CARBON FILM-LEGAL	1	750.00	750.00
	piece	DATA FILE BOX, w/o cover	5	145.00	725.00
	piece	DATA FILE BOX, with cover	5	280.00	1,400.00
	box	Envelope, Mailing, w/o Letter Head	2	300.00	600.00
	box	FASTENER	20	35.00	700.00
	pack	FOLDER, with TAB, LEGAL, Tagboard	5	600.00	3,000.00
	piece	STAPLER, STANDARD TYPE, load cap: 200 staples min,	19	130.00	2,470.00
	pack	Sticker Paper, Long White 10s	10	45.00	450.00
	roll	TWINE, PLASTIC	7	90.00	630.00

NOTHING FOLLOWS

(Total Amount in Words)	Eleven Thousand Nine Hundred Twenty Five Pesos Only	<u>₱11,925.00</u>
-------------------------	---	--------------------------

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 on the undelivered item/s.

Conforme:

Signature over Printed Name of Supplier

OFFICE OF THE AUDITOR
DEP-ED, BUTUAN CITY

Very truly yours,

MARILOU B. DEDUMO, PHD, CESO V

Signature over Printed Name of Authorized Official

2-9-2023

Date

Schools Division Superintendent

Fund Cluster : _____ Funds Available : _____ JOKER RHYAN V. BABAE, CPA Signature over Printed Name of Chief Accountant/Head of Accounting Division/Unit	ORS/BURS No. : <u>02-01101-2023-02-00284</u> Date of the ORS/BURS: <u>2-8-2023</u> Amount : <u>₱ 11,925.00</u>
---	---