

407367

RECEIVED
DATE APR 20 2023
TIME

PURCHASE ORDER
Department of Education - Division of General Santos City

Supplier: **STARBRIGHT OFFICE DEPOT INC.** P.O. No.: **PG 2023-03-040**
 Address: Quirino Ave., Brgy. East, General Santos City Date: **APR 19 2023**
 TIN: Mode of Procurement: Alternative - SVP

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

Place of Delivery: **General Santos City** Delivery Term: within 30 days
 Date of Delivery: Payment Term: Auto Debit Account

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
	piece	Staple Remover, Plier Type	25	57.00	1,425.00
	box	Envelope, Expanding Kraft, 100 pcs/box, legal	10	1,350.00	13,500.00
	ream	Paper Multicopy, Legal, 70gsm	300	198.00	59,400.00
	box	Envelope, Mailing, 500pcs/box, white	10	375.00	3,750.00
	piece	Sign Pen, 0.3 (preferably FINE TECH), black	150	32.00	4,800.00
	roll	Electrical Tape, Black	20	20.00	400.00
	box	Rubber Band, No. 18	15	155.00	2,325.00
	roll	Tape, Transparent, width: 48mm	30	52.50	1,575.00
	box	Pencil, No. 2	24	92.40	2,217.60
	pack	Folder, Pressboard, Legal, 100pcs	10	2,410.00	24,100.00
	piece	Marker, Permanent, Black, Fine, Refillable	60	39.20	2,352.00
	piece	Data File Box, made up of chip board, with closed ends, Green	200	180.00	36,000.00
	piece	Mouse, wireless, bluetooth	25	675.00	16,875.00
	piece	Mouse Pad	50	45.00	2,250.00
	piece	Data Folder, Arch File	200	93.00	18,600.00
	pack	Sticker Paper, Matte, Heavy Duty	25	60.00	1,500.00
	piece	Flash Drive, 16GB	20	448.00	8,960.00
	bottle	Ink for Permanent Marker, 30ml	20	87.50	1,750.00
		Nothing Follows			

Division Office Q1 Additional Supplies 2023
(H. Amantillo)

(Total Amount in Words) Two Hundred One Thousand Seven Hundred Seventy Nine and 60/100 only **201,779.60**

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

Conforme: Very truly yours,

Gerardo Rose Mandigal
 Signature over Printed Name of Supplier
 4-20-2023
 Date

ISAGANI S. DELA CRUZ
ISAGANI S. DELA CRUZ, CESO V
 Schools Division Superintendent

Fund Cluster: _____
 Funds Available: _____
SANDRA J. LACHICA, CPA
 Accountant III

ORS/BURS No.: _____
 Date of the ORS/BURS/: _____
 Amount: _____