



Appendix 61

PURCHASE ORDER
Department of Education - Division of General Santos City

Supplier: SKO TRADING	P.O. No.: PO 2023 - 05 - 094
Address: VMB Building, Aparente St., Brgy. City Heights	Date: MAY 30 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
	pack	Parchment paper for certificates, pack 50 sheets	5	80.00	400.00
	pcs	Sign Pen, point .5	80	15.00	1,200.00
	pcs	Notebook, 80 leaves, plain color cover, yarn 45 gsm	80	30.00	2,400.00
	pcs	Certificate Holder, A4 size	6	60.00	360.00
	pcs	Brown Expanded Envelope, Long size	80	18.00	1,440.00
		Nothing Follows			-
Supplies for Conduct of Orientation and Capacitation on Children's Rights and Protection Policies for School Heads and Guidance Counselors, Guidance Advocate and Students Government Program Advisers (V. Fuentes Jr.)					-


(Total Amount in Words) Five Thousand Eight Hundred Pesos and 00/100 only **5,800.00**

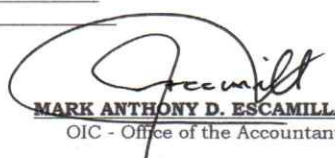
In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be

Conforme: _____ Very truly yours, _____


MINALDO S. B. B.
 Signature over/Printed Name of Supplier

 Date


ISAGANI S. DELA CRUZ, CESO V
 Schools Division Superintendent

Fund Cluster: _____ Funds Available: _____ <div style="text-align: center; margin-top: 20px;">  <u>MARK ANTHONY D. ESCAMILLA, CPA</u> OIC - Office of the Accountant III </div>	ORS/BURS No.: _____ Date of the ORS/BURS/: _____ Amount: _____
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