

PURCHASE ORDER

Department of Education - Division of General Santos City



Supplier: **SKO TRADING** P.O. No.: **PO 2023-06-122**
 Address: **VMB Building, Aparente St., Brgy. City Heights, General Santos City** Date: **JUL 12 2023**
 TIN: _____ Mode of Procurement: **Alternative - SVP**

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

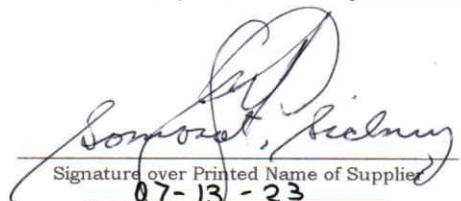
Place of Delivery: **General Santos City** Delivery Term: **within 30 days**
 Date of Delivery: _____ Payment Term: **Auto Debit Account**


| Stock/ Property No. | Unit | Description | Quantity | Unit Cost | Amount |
|---|-------|--|----------|-----------|-----------|
| | reams | Bond Paper A4 - Sub 20 | 2 | 240.00 | 480.00 |
| | set | Linen Paper for Certificates (White, A4) - 10's | 50 | 60.00 | 3,000.00 |
| | pcs | Certificate Holder (Black, A4) - Assorted Color | 20 | 50.00 | 1,000.00 |
| | pcs | Nametag Holder/Case with Sling, Horizontal, 3x4 inc. | 520 | 20.00 | 10,400.00 |
| | pcs | Signpen Black .5 - Test Good | 520 | 15.00 | 7,800.00 |
| | pcs | Composition Notebook 50 leaves - 40's | 520 | 15.00 | 7,800.00 |
| | pcs | Trash Bag XXXL | 50 | 15.00 | 750.00 |
| | | ***Nothing Follows*** | | | |
| Supplies for Conduct of YES-O Congress Cum Student Leadership Summit (K. Man-on) | | | | | |

(Total Amount in Words) Thirty One Thousand Two Hundred Thirty Pesos and 00/100 only **31,230.00**

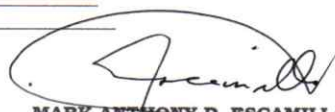
In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be

Conforme: _____ Very truly yours, _____


 Signature over Printed Name of Supplier
07-13-23
 Date


ISAGANI S. DELA CRUZ, CESO V
 Schools Division Superintendent

Fund Cluster: _____ ORS/BURS No.: _____
 Funds Available: _____ Date of the ORS/BURS/: _____
 Amount: _____


MARK ANTHONY D. ESCAMILLA, CPA
 OIC - Office of the Accountant III