



Republic of the Philippines
Department of Education
Region VI - Western Visayas

SCHOOL DIVISION OFFICE - NAGAY CITY

PURCHASE ORDER

Supplier: **FRIENDLY ENTERPRISES OPC** P.O. No.: **35 03 048**
Address: **ESCALANTE CITY** Date: **March 18, 2025**
Mode of Procurement: **SMALL VALUE**

These Articles are subject to the following articles subject to the terms and conditions contained herein:

Date of Order:		DepEd Schools Division Office - Sagay		Delivery Term:		SEVEN (7) CALENDAR DAYS UPON RECEIPT OF PO	
Date of Delivery:		MAR 20 2025		Payment Term:		THIRTY (30) CALENDAR DAYS UPON DELIVERY COMPLETION	
SRN/Property No.	Unit	Description		Quantity	Unit Cost	Amount	
	lotte	Gison Ink 001 Black		1	645.00	1,290.00	
	lotte	Gison Ink 001 Cyan		1	420.00	420.00	
	lotte	Gison Ink 001 Yellow		1	420.00	420.00	
	lotte	Gison Ink 001 Magenta		1	420.00	420.00	

(Total Amount in Words)

Two Thousand Five Hundred Fifty Pesos

P2,550.00

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 imposed on the undelivered item/s.

Conforme:

FRIENDLY ENTERPRISES INC.
Signature over Printed Name of Supplier

MAR 18 2025

Date

Very truly yours,

DANNIE CLARK M. UGUIT, CESE
OIC-Schools Division Superintendent
Head of Procuring Entity

Fund Cluster :

Funds Available :

JOSIE R. REBUSQUILLO
Accountant III

ORS/BURS No. :

Date of the ORS/BURS:

Amount :