



Appendix 61

Republic of the Philippines
Department of Education
Region VI - Western Visayas
SCHOOLS DIVISION OF SAGAY CITY

PURCHASE ORDER

| | | | |
|------------|--|-----------------------|-----------------------|
| Supplier : | 7AIE GRAFTX DIGITAL PRINTING SERVICES | P.O. No. : | 75-03-057 |
| Address : | SAGAY CITY | Date : | March 25, 2025 |
| TIN : | | Mode of Procurement : | SMALL VALUE |

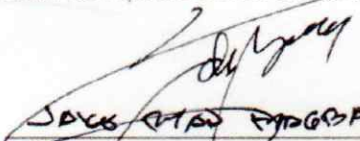
Gentlemen:

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


| Place of Delivery : | DepEd Schools Division of Sagay | Delivery Term : | SEVEN (7) CALENDAR DAYS UPON RECEIPT OF PO | | |
|--------------------------------|--|---|---|---------------|-------------------|
| Date of Delivery : | | Payment Term : | THIRTY (30) CALENDAR DAYS UPON DELIVERY COMPLETION | | |
| Stock/ Property No. | Unit | Description | Quantity | Unit Cost | Amount |
| | set | Activity Kit (Customized Tote Bag, Pen & Notebook, Lanyard and ID Case) | 40 | 375.00 | 15000 |
| (Total Amount in Words) | | | Fifteen Thousand Pesos | | P15,000.00 |

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:


JACK OTAS PANGBARUP
Signature over Printed Name of Supplier
MAR 25 2025
Date

Very truly yours,


DANNIE CLARK M. UGUIL, 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 : _____