



DEPARTMENT OF EDUCATION  
 REGION V  
 DIVISION OF CAMARINES SUR  
 SAN JOSE PILI, CAMARINES SUR  
 FAX No. : 871-3342



**PURCHASE ORDER**

Supplier: GALAXYPOINT ENTERPRISES

Address: General Luna St., Naga City

TIN:

Gentlemen:

P.O. No: 2018-11-105

Date: **NOV 07 2018**

Mode of Procurement:

Shopping Under Section 52.1b

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

Place of Delivery: DepED, Division of Camarines Sur, San Jose, Pili, Camarines Sur				Delivery Term: 7 DAYS	
Date of Delivery:				Payment Term: 15 DAYS	
Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
		SUPPLY & DELIVERY OF TRAINING MATERIALS FOR THE 3 DAY DIVISION LIVE-OUT TRAINING WORKSHOP OF SELECTED WRITERS, ILLUSTRATORS AND LAY-OUT ARTIST ON STORY BOOK DEVELOPMENT AND			
1	boxes	Sign Pen , 0.5 (Blue)	12	230.00	2,760.00
2	boxes	Sign Pen , 0.5 (Black)	6	230.00	1,380.00
3	boxes	Pentel pen, broad, 1.5	6	396.00	2,376.00
4	boxes	Staple Wire #35	10	28.00	280.00
5	reams	Certificate Paper , short (8,5 x 11), cream , 110 gsm	10	138	1,380.00
6	pc.	Technical Pen, Black, 0.5 mm.	55	120	6,600.00
7	pcs.	Plastic Envelope , clear, legal size	120	6.00	720.00
					₱ 15,496.00
(Total Amount in Words)					
FIFTEEN THOUSAND FOUR HUNDRED NINETY SIX ONLY***					

Note: 1) In case of failure to make the full delivery within the time specified above, a penalty of one - tenth (1/10) of

one percent to every day of delay shall be imposed.

Conforme:

  
**VINCENT JOSEPH CLO**

Signature over Printed Name of Supplier

**NOV 07 2018**

Date

Very truly yours,

  
**CECILLE BERNADETTE P. RIVERA, CESO V**  
 Authorized Official

Schools Division Superintendent  
 Designation

Fund Clust: \_\_\_\_\_  
 Funds Available: \_\_\_\_\_

ORS/BURS NO: 18-11-05636  
 Date of the ORS/BURS: Nov. 6, 2018  
 AMOUNT: 15,496.00

  
**GERLIE V. CAÑAS**  
 Division Accountant

**COMMISSION ON AUDIT**  
**(Dep Ed Camarines Sur Division)**

Received by: 

**08 NOV 2018**

Received