



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



## PURCHASE ORDER

**Supplier: Upgrade Central Trading**

Address: Elias Angles Street, Naga City

**TIN:**

Gentlemen:

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

**P.O. No: 2018-12-126**

**Date:**

**Mode of Procurement:**

**Shopping Under Sector 52.1b**

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
		<b>SUPPLY AND DELIVERY OF I.T EQUIPMENT AND SUPPLIES FOR BUDGET OFFICE</b>			
	unit	Printer, L3110 (Please see attached documents)	1	7,695.00	7,695.00
	set	Ink for L3110 - 103 Ecotank Black Ink Bottle (C13T00S14A), 103 Ecotank Cyan (C13T00S24A), 103 Ecotank yellow (C13T00S44A) and magenta 103 Ecotank (C13T00S44A) @300 per bottle/set	5	1,125.00	5,625.00
		<b>Total</b>			<b>₱ 13,320.00</b>
(Total Amount in Words)					
<b>THIRTEEN THOUSAND THREE HUNDRED TWENTY PESOS ONLY***</b>					

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:

*Jessabel Alarado*  
 \_\_\_\_\_  
 Signature over Printed Name of Supplier

**DEC 18 2018**

Date

Fund Cluster: \_\_\_\_\_

Funds Available: \_\_\_\_\_

*OC*  
**GERLIE V. CAÑAS**  
 OIC - Division Accountant

Very truly yours,

*Cecille Bernadette P. Rivera*

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

Authorized Official

Schools Division Superintendent

Designation

ORS/BURS NO: 18-P-06484

Date of the ORS/BURS: 12-13-18

AMOUNT: 13,320.00