



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



## PURCHASE ORDER

Supplier: GALAXY POINT ENTERPRISES  
 Address: General Luna St., Brgy. Dinaga Naga City  
 TIN: 944155300001  
 Gentlemen:


P.O. No: 2018-10-089  
 Date: **OCT 15 2018**  
 Mode of Procurement:  
 Shopping Under Sector 52(b)

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 AND DELIVERY OF TOKENS FOR CONTINGENCY PLANNING WORKSHOP (OCTOBER 4, 2018)			
	pcs	File case, (Axis vertical document case 13 pockets A4 size)	5	290.00	1,450.00
					P 1,450.00
(Total Amount in Words)					
ONE THOUSAND FOUR HUNDRED FIFTY PESOS 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:

  
 Signature over Printed Name of Supplier  
**OCT 15 2018**  
 Date

Fund Cluster: \_\_\_\_\_  
 Funds Available: \_\_\_\_\_

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

Very truly yours,

  
**CECILLE BERNADETTE P. RIVERA, CESO V**  
 Authorized Official  
 Schools Division Superintendent  
 Designation  
 ORS/BURS NO: 18-10-64699  
 Date of the ORS/BURS: 10/9/18  
 AMOUNT: 1,450.00

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

Received by: 

Date Received: **16 OCT 2018**