



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



**PURCHASE ORDER**

Supplier: CABRAL BICOLANDIA DEPT. STORE  
 Address: CBS bldg. 342, J. Hernandez Ave., Igualdad Interior, Naga City  
 TIN:  
 Gentlemen:

P.O. No: 2018-02-007  
 Date: 4-11-18  
 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
<b>SUPPLY AND DELIVERY OF OFFICE SUPPLIES FOR PLANNING SECTION</b>					
	box	Paper fastener (plastic holds 25mm, thick file w/ prongs 70mm assorted color)	20	25.00	500.00
	reams	Book paper, long coupon bond subs. 20, (8" 1/2 x 13", 70gsm)	25	190.00	4,750.00
	box	Staple wire no. 35	16	25.00	400.00
	rolls	Toilet tissue, 150 pulls, 2 ply	60	12.50	750.00
	pack	Powder Soap	10	149.80	1,498.00
	pcs	Staple wire remover	8	175.00	1,400.00
	pcs	Scissors	6	42.00	252.00
	pcs	Ethyl Alcohol	12	76.00	912.00
	pcs	Puncher	3	148.00	444.00
	box	Foldback grips clips clamp organizer	5	69.00	345.00
	pcs	Colored Paper, long size	5	169.00	845.00
	pcs	Ruler, big	8	10.50	84.00
					<b>₱ 12,180.00</b>
(Total Amount in Words)					
<b>TWELVE THOUSAND ONE HUNDRED EIGHTY 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:

Very truly yours,

*Paul D. Cabral*  
 Signature over Printed Name of Supplier

*Arnulfo M. Balane*  
 ARNULFO M. BALANE, CESO V

Authorized Official

4-11-18  
 Date

Schools Division Superintendent

Designation

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

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

Received by: *[Signature]*

ORS/BURS NO: 17-11-004490

Date Received: 2 APR 2018

Date of the ORS/BURS: 1-24-19

AMOUNT: ₱ 12,180.00

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