

Appendix 61

Quezon
DEPED QUEZON
ICT UNIT

UPLOADED

Date/Time: JAN 16 2025
By: LM 1:06
Ref. No. NOA 002-2026

PURCHASE ORDER
DEPARTMENT OF EDUCATION
DIVISION OF QUEZON

Supplier: KAGIE SCHOOL AND OFFICE SUPPLIES TRADING P.O. No.: 2026-01-0343
Address: CECILLE SUBDIVISION, BRGY. MATEUNA, TAYABAS, QUEZON Date: JANUARY 14 2026
TIN 903-395-764-00000 Mode of Procurement Negotiated Procurement -
Small Value Procurement (Sec. 53.9)

RFQ NO. 2026-01-RFQG

Gentlemen:

Please furnish this office the following articles subject to the terms and conditions contained herein.

Place of Delivery SDO QUEZON, TALIPAN, PAGBILAO Delivery Term within 7 Calendar Days upon receipt of PO.
Date of Delivery on or before the delivery term Payment Term 30 working days

Stock No.	Unit	Item Description	Quantity	Unit Cost	Amount
	PCS	Specialized Frames for the Certificates Size: 15"x12.5", A4 Materials: Frame- wood with design Front- Glass Back- Plywood or thin wood or any equivalent material	300	280.00	84,000.00
SUPPLY AND DELIVERY OF SPECIALIZED FRAMES FOR THE CERTIFICATES FOR 2025 GAWAD KAAGAPAY					
GRAND TOTAL					84,000.00

(TOTAL Amount In Words) **EIGHTY FOUR THOUSAND PESOS ONLY**

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:


KAGIE SCHOOL AND OFFICE SUPPLIES TRADING
Signature over Printed Name of Supplier
1/16/26
Date

Very truly yours,


ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent

Funds Cluster : 01101101
Funds Available : _____
EDMUNDO MARIN, JR.
Accountant III

ORS/BURS No. : _____
Date of the ORS/BURS : _____
Amount _____