

**PURCHASE ORDER**

**DEPARTMENT OF EDUCATION**  
**DIVISION OF QUEZON**

DEPED QUEZON  
 ICT UNIT

**UPLOADED**Date/Time: DEC 11 2025By: CHAN 2:00Ref. No. NOA-124-2025Supplier: MS. LORIZA JACELA GENERAL MERCHHANDISEP.O. No.: 2025-11-0272Address: 51 GEN. LUNA ST. ANGELES ZONE 3 TAYABAS CITYDate: NOVEMBER 28, 2025TIN 170-398-295-00000Mode of Procurement Negotiated Procurement -**RFQ NO. 2025-32-RFQG**Small Value Procurement (Sec. 53.9)

Gentlemen:

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

Place of Delivery SDO QUEZON, TALIPAN, PAGBILAODelivery Term within 60 Calendar Days upon receipt of PODate of Delivery on or before the delivery termPayment Term 30 working days

Stock No.	Unit	Item Description	Quantity	Unit Cost	Amount
		LOT 3 PURCHASE OF TRAINING SUPPLIES FOR THE CONDUCT OF SBFP PROGRAM REVIEW AND REWARDS: HONORING EXCELLENCE, INNOVATIONS AND BEST PRACTICES FOR SY 2025-2026			
	pcs	1.TOTE BAGS WITH LOGO/DESIGN	170	135.00	22,950.00
	pcs	2.NOTEBOOK 50 LEAVES	170	30.00	5,100.00
	pcs	3.BALLPEN (BLACK)	170	4.00	680.00
<b>PROCUREMENT OF VARIOUS TRAINING SUPPLIES FOR THE CONDUCT OF SBFP PROGRAM REVIEW AND REWARDS: HONORING EXCELLENCE, INNOVATIONS AND BEST PRACTICES FOR SY 2025-2026 LOT NOS. 1-3</b>					
<b>GRAND TOTAL</b>					<b>28,730.00</b>

( TOTAL Amount In Words) **TWENTY EIGHT THOUSAND SEVEN HUNDRED THIRTY 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:

Very truly yours,

MS. LORIZA JACELA GENERAL MERCHHANDISE

Signature over Printed Name of Supplier

ROMMEL C. BAUTISTA, CESO V

Schools Division Superintendent

12-11-25  
DateFunds Cluster : 01101101

ORS/BURS No. : \_\_\_\_\_

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

Date of the ORS/BURS : \_\_\_\_\_

**EDMUNDO MARIN, JR.**

Accountant III

Amount \_\_\_\_\_