



# PURCHASE ORDER

DEPARTMENT OF EDUCATION  
DIVISION OF QUEZON

**DEPED QUEZON  
ICT UNIT  
UPLOADED**

Date/Time: DEC 11 2025

By: CAW 2:01

Ref. No. NOA 125-2025

Supplier: MS. LORIZA JACELA GENERAL MERCHHANDISE  
 Address: 51 GEN. LUNA ST. ANGELES ZONE 3 TAYABAS CITY  
 TIN 170-398-295-00000  
**RFQ NO. 2025-32-RFQG**

P.O. No.: 2025-11-0273  
 Date: NOVEMBER 28, 2025  
 Mode of Procurement Negotiated Procurement -  
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, PAGBILAO Delivery Term within 60 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	LOT 2 PURCHASE OF OTHER SUPPLIES AND MATERIALS FOR THE CONDUCT OF SBFP PROGRAM REVIEW AND REWARDS: HONORING EXCELLENCE, INNOVATIONS AND BEST PRACTICES FOR SY 2025-2026 1.PLAQUE OF RECOGNITION L – 25.5CM W – 7.5CM BASE (WIDTH) – 25CM THICKNESS OF BASE AND LENGTH – 5CM THICKNESS OF ACRYLIC – 1CM	8	3,390.00	27,120.00
	pcs	2.ADVOCACY MATERIAL: COLORED MUG WITH SBFP/KALILAYAN LOGO/DESIGN WITH BOX	180	159.00	28,620.00
<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>55,740.00</b>

( TOTAL Amount In Words) **FIFTY FIVE THOUSAND SEVEN HUNDRED FORTY 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:

MS. LORIZA JACELA GENERAL MERCHHANDISE  
 Signature over Printed Name of Supplier

Date

12-11-25

Very truly yours,

ROMMEL G. 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 \_\_\_\_\_