

Appendix 61

Quezon
 DEPED QUEZON
 ICT UNIT
UPLOADED
 Date/Time: OCT 06 2025
 By: IUV 3:23
 Ref. No. NOA 88-25

PURCHASE ORDER

DEPARTMENT OF EDUCATION
DIVISION OF QUEZON

Supplier: GCRC NON-SPECIALIZED WHOLESALE TRADING
 Address: ST. MICHAEL SUBDIVISION, GULANG-GULANG, LUCENA CITY
 TIN 728-454-263-00000
 RFQ No. 2025-28-RFOG

P.O. No.: 2025-10-0268
 Date: OCTOBER 1, 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 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	POLO SHIRT (SUBLIMATION POLO SHIRT)	120	500.00	60,000.00
		PROCUREMENT OF ADVOCACY POLO SHIRTS FOR THE CONDUCT OF NATIONAL TEACHERS' MONTH CLOSING ACTIVITY			
GRAND TOTAL					60,000.00

(TOTAL Amount In Words) **SIXTY 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:


GCRC NON-SPECIALIZED WHOLESALE TRADING
 Signature over Printed Name of Supplier
06 OCT 2025
 Date

Very truly yours,


ROMMEL C. BAUTISTA, CESO V
 Schools Division Superintendent

Funds Cluster : 01101101
 Funds Available : _____

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

EDMUNDO MARIN, JR.
 Accountant III

Amount _____