

PURCHASE ORDER		GMM			
 Department of Education SCHOOLS DIVISION OF DIGOS CITY Agency / Procuring Entity					
Supplier :	PRINTAHAN DIGITAL MARKETING SERVICES	P.R. No.:	25-10-132		
Address :	Aurora Extension, San Jose, Digos City	P.O. No.:	25-11-0195		
Contact No. :		Date:	November 5, 2025		
TIN :		Mode of Procurement:	Small Value Procurement		
Gentlemen: Please furnish this office the following articles subject to the terms and conditions contained herein.					
Place of Delivery :	DEPED DIGOS CITY DIVISION COR. ROXAS & LOPEZ JAENA STS., DIGOS CITY				
Date of Delivery :	Within 15 Calendar days upon receipt of PO.				
Payment Term :	WITHIN 30 DAYS				
ITEM NO.	UNIT	DESCRIPTION	QTY	UNIT COST	AMOUNT
lot 6		Supply and Delivery of Printing Services for the Implementation of Multi Grade Program			
	page	'Budget of Work, with specifications: Book size: A4 (8.3" x 11.7") Including Cover Page Cover stock: Foldcote Cal. 12 solid white Inside pages: uncoated textpaper Basis wt.: 70 gsm with -3% Opacity: 90% with -3% Brightness: 80% with -3% Colors: Cover 4 colors with 1 Side UV Coating Colors: Inside pages Black (NOT back-to-back print) Finishing/Binding: Perfect Binding (Please see attached list of Budget of Work)	16488	0.74	12,201.12
	page	Leveled Readers, with specifications: Book size: A4, (8.3" x 11.7") Including Cover Page Cover stock: Foldcote Cal. 12 solid white Inside pages: Uncoated textpaper Basis wt.: 70 gsm with -3% Opacity: 90% with -3% Brightness: 80% with -3% Colors: Cover 4 colors with 1 Side UV Coating Colors: Inside pages Black (NOT back-to-back print) Finishing/Binding: Perfect Binding (Please see attached list of Leveled Readers)	70956	0.74	52,507.44
SUBJECT TO WITHHOLDING TAX			GRAND TOTAL		
Total Amount in words: Sixty Four Thousand Seven Hundred Eight Pesos and 58/100					₱64,708.56
In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one (1) percent for every day of delay shall be imposed.					
Conforme:		Very truly yours, <div style="display: flex; justify-content: space-between; align-items: center;"> <div style="text-align: center;"> Signature over printed name of Supplier Date: <u>11/12/25</u> </div> <div style="text-align: center;"> MELANIE P. ESTACIO, PhD, CESO VI Schools Division Superintendent </div> </div>			
Funds Available:		MA FLORINE L. GALLARDO, CPA Accountant III		ORS No.: <u>1806</u> Amount: <u>64,708.56</u>	

