



## PURCHASE ORDER

Department of Education  
SCHOOLS DIVISION OF DIGOS CITY  
Agency / Procuring EntitySupplier : **BRAKS VARIETY STORE**  
Address : **Christian Village Aplaya, Digos City, Davao del Sur**  
Contact No. :  
TIN :P.R. No.: **25-12-191**  
P.O. No.: **25-12-0255**  
Date: **December 26, 2025**  
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 3	unit	Supply and Delivery of Printer and Ink in Support to the DLP Implementation			
		Printer, with minimum specifications: Print, Scan, Copy, Fax with ADF Compact integrated tank design High yield ink bottles Spill-free, error-free refilling Wi-Fi, Wi-Fi Direct Seamless setup Borderless printing up to 4R	4	14500	58,000.00
	bottle	Epson Ink, ( Bottle - 003 ) Black	10	350	3,500.00
	bottle	Epson Ink, ( Bottle - 003 ) Cyan	10	350	3,500.00
	bottle	Epson Ink, ( Bottle - 003 ) Magenta	10	350	3,500.00
	bottle	Epson Ink, ( Bottle - 003 ) Yellow	9	350	3,150.00
SUBJECT TO WITHHOLDING TAX			GRAND TOTAL		

Total Amount in words: **Seventy One Thousand Six Hundred Fifty Pesos Only.**

₱71,650.00

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.

Very truly yours,

Conforme:

01-12-24

Signature over printed name of Supplier

Date

  
MELANIE PESTACIO, PhD, CESO VI  
Schools Division Superintendent

Funds Available:

  
MA. FLORINEL GALLARDO, CPA  
Accountant III2399  
71,650