

PURCHASE ORDER

Department of Education
SCHOOLS DIVISION OF DIGOS CITY
Agency / Procuring Entity



Supplier : **BRAKS VARIETY STORE**
Address : **Christian Village Aplaya, Digos City, Davao del Sur**
Contact No. :
TIN :

P.R. No.: 25-12-193
P.O. No.: 25-12-0266
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 1	unit	Supply and Delivery of Document Scanner for the Budget and COA Office Document scanner, with minimum specifications: Fast, Network-ready, Featuring 40ppm/80 ipm duplex scanning, an 80-page ADF 2-sided, Connectivity: USB 3.0 & Ethernet Resolution: Up to 600 dpi optical resolution	2	28500	57000
SUBJECT TO WITHHOLDING TAX			GRAND TOTAL		₱57,000.00

Total Amount in words: **Fifty Seven 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 (1) percent for every day of delay shall be imposed.
Very truly yours,

MELAME P. ESTACIO, PhD, CESO VI
Schools Division Superintendent

Conforme:

John Mark Jamora 01-12-26
Signature over printed name of Supplier

Date

Funds Available:

MA FLORINE GALLARDO, CPA
Accountant III

ORS No:

Amount:

2417
57,000

