

PURCHASE ORDER



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



Supplier : PRINTAHAN DIGITAL MARKETING SERVICE
Address : Dona Aurora Extension, San Jose, Digos City
Contact No. : 0910-334-4269
TIN : 132-102-837-000

P.R. No.: 25-11-183
P.O. No.: 25-12-0243
Date: December 23, 2025
Mode of Procurement: Lease of Real Property and Venue

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		Procurement of Services for the Additional Printing and Delivery of Transition Learning Resources of the Grade 3 and 5 MATATAG Lesson Exemplars (LE) and Learning Activity Sheets (LAS)			
	page	Grade 8 Quarter 1 - Learning Activity Sheet 52 pieces per Learning Area Number of Pages per Learning Area: Music & Arts - 60 English - 56 Filipino - 93 Araling Panlipunan - 68 PE & Health - 43 Science - 63 TOTAL - 383 Technical Specifications for G8 Q1 Learning Activity Sheet: Book size: A4 (8.3" x 11.7") Excluding Cover 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 Inside pages: Black, back to back print Finishing/Binding: Saddle Stitched	19916 (52 pieces per learning area)	316.27	16,446.04
	page	Grade 8 Quarter 2 - Learning Activity Sheet 52 pieces per Learning Area Number of Pages per Learning Area: Music & Arts - 42 English - 52 Filipino - 101 Araling Panlipunan - 91 PE & Health - 23 Science - 72 TOTAL - 381 Technical Specifications for G8 Q2 Learning Activity Sheet: Book size: A4 (8.3" x 11.7") Excluding Cover 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 Inside pages: Black, back to back print Finishing/Binding: Saddle Stitched Note: - Week 1 to 8 should be compiled and the cover page to be used for LAS is in a separate folder - Booklet Type is 4 pages in 1 sheet as printed back-to-back	19812 (52 pieces per learning area)	315.34	16,397.68
				Sub-total	32,843.72
				GRAND TOTAL	P54,869.32
Total Amount in words:		Fifty Four Thousand Eight Hundred Sixty Nine and 32/100 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,
 Conforms: LORIO GARRA
 Signature over printed name of Supplier
 Date: _____
 MA. FLORINE GALLARDO, CPA
 Accountant III

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

ORs No: 6464
 Amount: 54,869.32



2 pages Supply

PURCHASE ORDER



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



Supplier : **PRINTAHAN DIGITAL MARKETING SERVICE**
Address : **Dona Aurora Extension, San Jose, Digos City**
Contact No. : **0910-334-4289**
TIN : **132-102-837-000**

P.R. No.: **25-11-183**
P.O. No.: **25-12-0243**
Date: **December 23, 2025**
Mode of Procurement: **Lease of Real Property and Venue**

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	page	Procurement of Services for the Additional Printing and Delivery of Transition Learning Resources of the Grade 3 and 5 MATATAG Lesson Exemplars (LE) and Learning Activity Sheets (LAS) Grade 2 Quarter 1 - Learning Activity Sheet 40 pieces per Learning Area Number of Pages per Learning Area: Makabansa - 71 English - 63 Filipino - 56 Mathematics - 84 GMRC - 84 TOTAL - 358 Technical Specifications for G2 Q1 Learning Activity Sheet: Book size: A4 (8.3" x 11.7") Excluding cover 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 Inside pages: Black, back to back print Finishing/Binding: Saddle Stitched	14,320 (40 pieces per learning area)	281.36	11,254.40
	page	Grade 2 Quarter 2 - Learning Activity Sheet 40 pieces per Learning Area Number of Pages per Learning Area: Makabansa - 43 English - 86 Filipino - 50 Mathematics - 95 GMRC - 58 TOTAL - 332 Technical Specifications for G2 Q2 Learning Activity Sheet: Book size: A4 (8.3" x 11.7") Excluding cover 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 Inside pages: Black, back to back print Finishing/Binding: Saddle Stitched	13280 (40 pieces per learning area)	269.28	10,771.20
SUB-TOTAL					
SUBJECT TO WITHHOLDING TAX					P22,025.60

Total Amount in words: **Twenty Two Thousand and Twenty Five Thousand and 60/100 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,

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

Conforme:

[Signature]
LORAY GURRYA
Signature over printed name of Supplier
Date: **12/20/25**

Funds Available:

MA FLORINE GALLARDO, CPA
Accountant III

ORS No:

2424
54,869.30

Amount:
COMMISSION ON AUDIT RECEIVED
BY: _____
DATE: **13 JAN 2026**
TIME: **9:13**