

PURCHASE ORDER

Department of Social Welfare and Development
Buraguis, Legazpi City
Agency

Supplier: **DBM - PROCUREMENT SERVICE**P.O. No. : **NF 1909-0347**Address: **Lakandula Drive, Brgy. Gogon, Legazpi City**Date : **September 6, 2019**

TIN :

Mode of Procurement: **Agency to Agency**

Gentlemen:

*Please furnish this Office the following articles subject to the terms and conditions contained herein:*Place of Delivery: **DSWD FO V Buraguis, Legazpi City**Payment Term: **Charge**Date of Delivery: **upon receipt of Purchase Order & Payment**Delivery Term: **15-30 days after delivery**

Stock No.	Unit	Item Description	Quantity	Unit Cost	Amount
		Supplies & materials for the enumerators.			
1	ream	Paper, multicopy, 80 gsm, size: 210mm x 2970mm (A4)	25	177.12	4,428.00
2	bottle	Stamp Pad Ink, purple or violet	373	31.99	11,932.27
3	box	Staple Wire, standard, (26/6)	373	23.41	8,731.93
4	piece	Stapler, standard type, load cap: 200 staples min	55	161.46	8,880.30
5	jar	Glue, all purpose, gross weight: 200 grams min	13	64.48	838.24

(Total Amount in Words)

THIRTY FOUR THOUSAND EIGHT HUNDRED TEN PESOS AND SEVENTY FOUR CENTAVOS***

34,810.74

PR # 1908-0442

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.

Very truly yours,

Conforme:

DBM - PROCUREMENT SERVICE
Signature over Printed Name of Supplier

LORNA R. REBANAL
Assistant Regional Director for Administration

Date

Funds Available:

LLOYD DRAZEN B. BAS
Accountant III

ORS No.:

19-09-08634

Amount:

₱ 34,810.74



Republic of the Philippines
Department of Budget and Management
PROCUREMENT SERVICE

Postal Building, Brgy. Gogon,
Legazpi City
TeleFax: (052) 482-0677



Price Quotation and Stock Availability Certification

Agency : DSWD - Region V

Reference APR No. : 19-04324

Address :

DATE : September 5 , 2019

No.	Item Code	Item Description	Qty.	UOM	Unit Price	Amount
1	14111507-PP-M01	PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm	25	REAM	177.12	4,428.00
2	12171703-SI-P01	STAMP PAD INK, purple or violet	373	BOTTL	31.99	11,932.27
3	31151804-SW-S01	STAPLE WIRE, STANDARD, (26/6)	373	BOX	23.41	8,731.93
4	44121615-ST-S01	STAPLER, STANDARD TYPE, load cap: 200 staples min	55	PIECE	161.46	8,880.30
5	31201610-GL-J01	GLUE, all purpose, gross weight: 200 grams min	13	JAR	64.48	838.24
Thirty Four Thousand Eight Hundred Ten And 74/100 Only						TOTAL Php 34,810.74

NF 1909-0347

21,139.20

Notes: 1. Items herein indicated were based on the submitted APR/s. Hence, THIS CERTIFICATION IS VALID ONLY for its corresponding APR which should be attached upon submission to the Procurement Service (PS). Changes to be made(i.e. Items/quantity) should be verified with this office in case of revision thereof.

2. Other requested items not appearing in this certification are either Out-of-Stock and/or Not Available in the PS and the same may be procured by the Agency from other sources in accordance with the provisions under R.A. 9184. Hence, certification of non-availability of requested items shall no longer be issued by this office.

3. It is understood that no procurement shall be undertaken unless it is in accordance with the approved Annual Procurement Plan (APP) of the Agency concerned (SEC. 7.1 of the RII of R.A. 9184)


4. Notwithstanding the foregoing, stocks shall be served on a "first-come-first-serve" basis.

Prepared By:

Certified by:


NOVELITA O. RIVERO

Signature over Printed Name


ADELINA B. SERRANO

Depot Supervisor