



Republic of the Philippines
Department of Social Welfare and Development
Office of the Secretary, Central Office

COE #A117

Purchase Order

#0744

Supplier:	MOSTACO MARKETING	PO No.:	01-20001-PO-2020-10-00006 19 OCT 2020
Address:	118 Almeria Building Maricelo Villas Casimiro Avenue corner, Quirino Avenue Barangay Pulang Lupa Uno, 1742	PO Date:	October 01, 2020
TIN:	915524116000	Bank Name:	
Tel.No.:	2-8694770	Bank/Branch:	
Fax No.:		Bank A/C No.:	
Mode of Procurement:	Shopping 52.1b	Account Type:	
Month:	October	PR No.:	01-20001-PR-2020-06-00093
Fund Cluster:	01 - Regular Agency Fund		
Funding Source:	01101101 - Specific Budgets of National Government Agencies		

10/30/20

Sir/Madam:
 Please furnish this Office the following articles subject to the terms and conditions contained herein:

Delivery Terms: 15 working days upon receipt of Purchase Order
Payment Terms: Within 15 to 30 days upon complete submission of supporting documents


No	Unit	Description	Quantity	Unit Cost	Amount
1	Piece	Folder, data with lock, finger ring & Clear Plastic pockets for labels, 3"x 9"x 5" OFFER: DOC ARCH FILE HORIZONTAL 3 X 9 X 15 (W/O CLEAR PLASTIC POCKETS)	300.00	120.00	36,000.00
2	Box	Clip, backfold, all metal, 32mm, 12 pcs/bx OFFER: CLIP FOLD BACK 1 1/4"	250.00	28.00	7,000.00
3	Box	Clip, backfold all metal, 19mm, 12 pcs/bx OFFER: CLIP FOLD BACK 3/4"	200.00	11.00	2,200.00
4	Box	Clip, backfold, all metal, 25mm, 12 pcs./box OFFER: CLIP FOLD BACK 1"	200.00	18.00	3,600.00
5	Box	Clip, backfold, all metal, 50 mm, 12 pcs/bx OFFER: CLIP FOLD BACK 2"	250.00	63.00	15,750.00
6	Pack	Indicator tag, with text " Please Sign", 50s OFFER: POST IT ORD SIGN HERE	400.00	70.00	28,000.00
7	Pack	Indicator tag, plain, asstd. Color, 50s OFFER: INDICATOR FLAGLETS JINKS ARROW	260.00	48.00	12,480.00
8	Piece	ID Jacket with string, 3 X 4 OFFER: ID JACKET W/ ELASTIC STRING 3 X 4	1,005.00	15.00	15,075.00
Total					120,105.00

(Total Amount in Words) ****ONE HUNDRED TWENTY THOUSAND ONE HUNDRED FIVE PESOS AND 00/100****

In case of failure to make the full delivery within the time specified below, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed on the undelivered item/s.

Conforme:

Very truly yours,


APRIL JOY ACEBEDO


CAMILO G. GUDMALIN

Signature over Printed Name of Supplier

Signature over Printed Name of Authorized Official

**Undersecretary for Standards and
Capacity Building**

11-04-2020

Date

Designation

Delivery Schedule

No	Description	Delivery Date From	Delivery Date To	Place of Delivery	Quantity
1	Folder, data with lock , finger ring & Clear Plastic pockets for labels, 3"x 9"x 5" OFFER: DOC ARCH FILE HORIZONTAL 3 X 9 X 15 (W/O CLEAR PLASTIC POCKETS)	10/01/2020	10/31/2020		300.00
2	Clip, backfold, all metal, 32mm, 12 pcs/bx OFFER: CLIP FOLD BACK 1 1/4"	10/01/2020	10/31/2020		250.00
3	Clip, backfold all metal , 19mm, 12 pcs/bx OFFER: CLIP FOLD BACK 3/4"	10/01/2020	10/31/2020		200.00
4	Clip, backfold ,all metal, 25mm, 12 pcs./box OFFER: CLIP FOLD BACK 1"	10/01/2020	10/31/2020		200.00
5	Clip, backfold, all metal, 50 mm, 12 pcs/bx OFFER: CLIP FOLD BACK 2"	10/01/2020	10/31/2020		250.00
6	Indicator tag, with text " Please Sign", 50s OFFER: POST IT ORD SIGN HERE	10/01/2020	10/31/2020		400.00
7	Indicator tag, plain , asstd. COlor , 50s OFFER: INDICATOR FLAGLETS JINKS ARROW	10/01/2020	10/31/2020		260.00
8	ID Jacket with string, 3 X 4 OFFER: ID JACKET W/ ELASTIC STRING 3 X 4	10/01/2020	10/31/2020		1,005.00

Handwritten initials

Order # 2020-10-10207
10/8/20
01-0110101
P120,105 -N

Handwritten initials

Certified as to Fund Source and in accordance with the approved Work and Budget Control System:
Appropriation: _____
Func: _____
Allotment: _____
HR/P: _____
10/9/20
Division Chief, PAIS Budget Division YCC