

City

# 105

**PURCHASE ORDER**  
 DEPARTMENT OF SOCIAL WELFARE & DEVELOPMENT  
 IBP Road, Constitution Hills, Quezon City

Supplier :	RIVERA MASTERCRAFT, INC.	PO No. :	<b>2018-01-0014</b>
Address :	No. 8 Rivera Building, Maysan Road, Valenzuela City	Date :	January 17, 2018
Tel. No. :	292-0808/ 292-6637/ 292-5576	Mode of Procurement :	Negotiated Procurement - Small Value
Philgeps #:	20-047530226-7		
TIN :	001-251-792-000		

Gentlemen: LD  
 Please furnish this office the following articles subject to the terms and conditions contained herein:

Place of Delivery:	DSWD-Central Office Warehouse	Payment Term:	Advise to Debit Account (ADA)
Date of Delivery:	Before February 2, 2018	Payment Term:	Fifteen (15) to Thirty (30) days upon receipt of billing statement & complete supporting documents for every conduct of each batch


Stock / Property No.	Unit	Description	Quantity	Unit Amount	Amount
	pcs.	<b>PLAQUE for PRAISE and LOYALTY AWARDS CEREMONY</b> Specifications: Size: Height (24cm); top width (3.8cm); base width (10cm); thickness (3.5cm) Material: thick clear glass Font Color: dark blue, black and red (please see attached sample picture)  Proofing stage: 1st: 3 calendar days upon receipt of the P.O. and design 2nd: 2 calendar days upon receipt of the approved design Delivery: before the awards ceremony - Feb. 2, 2018 * Contact Person: Ms. Tin Bahillo * Tel. No. : 931-8101 local 100/101  AOQ NO.: 18-0003 NP-SV PR No. : 2018010020	62	1,200.00	74,400.00

(Total Amount in Words) **SEVENTY-FOUR THOUSAND FOUR HUNDRED PESOS ONLY** P 74,400.00

In case of failure to make full delivery within the time specified above, the amount of the liquidated damages shall be at least equal to one-tenth of one percent (0.001) of the cost of the unperformed portion for every day of delay. Once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, the Procuring Entity may rescind or terminate the contract, without prejudice to other courses of action and remedies available under the circumstances.

As a condition for payment, the supplier/service provider is required to submit the duly notarized Omnibus Sworn Statement together with the signed copy of this P.O. within three (3) days from the date the copy was served through facsimile machine.

Conforme:	Very truly yours,
	
<u>Dominico Bola Ema</u> Signature over printed name of Supplier	<b>FERNANDO R. DE VILLA, JR.</b> Signature over Printed Name of Authorized Official
<u>1/18/18</u> Date	<u>Director IV, Human Resource Management Bureau</u> Designation

Fund Cluster: <u>045-100000-14</u>	ORS/BURS No.: <u>02-10/17/2018-01-00100</u>
Funds Available: <u>74,400.00</u>	Date of the ORS/BURS: <u>JANUARY 17, 2018</u>
 <b>JUBILEAH MAE S. COLES</b> Signature over Printed Name of Chief Accountant/ Head of Accounting Division/Unit	Amount: <u>74,400.00</u>