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**PURCHASE ORDER**  
**DEPARTMENT OF SOCIAL WELFARE & DEVELOPMENT**  
 Batasan Pambansa Complex, Constitution Hills, Quezon City

|              |  |                     |                     |
|--------------|--|---------------------|---------------------|
| Supplier     | <b>MICROBASE INCORPORATED</b>  | PO No.              | <b>2018-03-0138</b> |
| Address      | 3rd and 6th Flrs., Casmer Bldg., 195 Salcedo St., Legaspi Village, Makati City | Date                | March 8, 2018       |
| Tel. No.     | 813-7603 loc. 196 & 167  | Mode of Procurement | Shopping (B)        |
| PhilGEPS No. | 2001-2089  |                     |                     |
| TIN:         | 000-132-736-000  |                     |                     |

Gentlemen:

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

|                    |  |                |   |
|--------------------|--|----------------|---|
| Place of Delivery: | DSWD-PS Warehouse, DSWD Central Office, IBP Road, Batasan Hills, Quezon City | Delivery Term: | within Seven (7) working days upon receipt of the P.O.                |
| Date of Delivery:  |  | Payment Term:  | Fifteen (15) to Thirty (30) days upon final inspection and acceptance |

| Stock / Property No.   | Unit | Description                                   | Quantity | Unit Amount | Amount    |
|--|------|---|----------|-------------|-----------|
| 1  | cart | Ink, HP, HP933XL } Magenta, Original, CNO55AA | 15       | 840.00      | 12,600.00 |
| 2  | cart | Ink, HP, HP 933XL } Yellow, Original, CNO56AA | 15       | 840.00      | 12,600.00 |
| 3  | cart | Ink, HP, HP 933 XL } Cyan, Original, CNO54AA  | 15       | 840.00      | 12,600.00 |
| 4  | cart | Ink, HP, HP 932 } Black, Original, CNO57AA    | 15       | 1,025.00    | 15,375.00 |
| xxxxxxxx-Nothing Follows-xxxxxxxx  |      |   |          |             |           |
| Charged to: PSB Fund<br>PR No. 2018010067<br>AOQ No. 18-0115 Shopping (B)<br>For the use of DSWD OPG Led Inter-Agency Council<br>Secretariat for 1st Quarter CY 2018 |      |   |          |             |           |

(Total Amount in Words)

Fifty Three Thousand One Hundred Seventy Five Pesos Only

P

53,175.00

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.

Conforme:

*MARCELO EVANGELISTA*  
 (Signature over printed name)

Date

3-20-18

Very truly yours,

*MA. ALICIA S. BONOAN*  
 Director, PSB  
 Agency Head/Authorized Representative

Fund Cluster:

320104-1-1

Funds Available:

53,175

ORS/BURS No.:

02-101-101-2018-03-01753

Date of the ORS/BURS:

Amount

53,175

*JUBIE LEAH MAE. S. COLES*  
 (Signature over Printed Name of Chief Accountant/Head of Accounting Division/Un

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