

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

831

Supplier :	<b>MCSA MARKETING</b>	PO No. :	<b>2018-07-0801</b>
Address :	446 San Fernando St. San Nicolas 026 Bgy. 282 Binondo, Manila	Date :	July 30, 2018
Tel. No. :	241-4217 ; 247-1982		
Philgeps No.	2018-013391	Mode of Procurement :	Shopping B
Tin. No. :	103-916-601-000		

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

Place of Delivery :	PS Warehouse DSWD-Central Office, IBP Road Constitution Hills, Quezon City	Delivery Term:	within seven (7) working days upon receipt of Purchase Order
Date of Delivery:		Payment Term:	Fifteen (15) to Thirty (30) days upon final inspection and acceptance

Stock / Property No.	Unit	Particulars	Quantity	Unit Amount	Amount
	Pcs	DVD Rewritable, 4x speed, 4.7GB Capacity	30	46.00	1,380.0
	Pcs	ID Holder	35	12.00	420.0
	Pcs	Notepad, stick on, 50mm x 76mm (2" x 3") min	10	20.00	200.0
	Pcs	Paper photo, glossy A4. 10pcs/pack	1	70.00	70.0
	Pcs	Sticker paper, Matte A4 size (20 sheets/pack)	1	80.00	80.0
	Pcs	Certificate Frame, A4 size	3	120.00	360.0
		***Nothing follows***			
		Purchase Request No. 201061903 ✓ AOQ No. 18-0930 Shopping B ✓			

(Total Amount in Words)	Two Thousand Five Hundred Ten Pesos Only	P	2,510.0
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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 damage 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:

Very truly yours,

*[Signature]*  
 Signature over printed name of Supplier  
 Date *8/31/18*

*[Signature]*  
 LUZVIMINDA C. ILAGAN  
 Signature over Printed Name of Authorized Official  
 Undersecretary and DLL Officer  
 Designation

Fund Cluster: *100000-1*  
 Funds Available: *P2,510.-*  
*[Signature]*  
 JUBIE LEAH MAE S. COLES  
 Signature over Printed Name of Chief Accountant/  
 Head of Accounting Division/Unit *01/29*

ORS/BURS No.: *02-101001-2018-08-09331*  
 Date of the ORS/BURS: *8-8-18*  
 Amount: *P2,510.-*