

908

# PURCHASE ORDER

DEPARTMENT OF SOCIAL WELFARE & DEVELOPMENT

IBP Road, Constitution Hills, Quezon City

Supplier :	LJB PRINTING SERVICES	PO No. :	2018-09-0992
Address :	39B Mapagmahal St., Quezon City	Date :	September 4, 2018
Tel. No. :	4260495	Mode of Procurement :	Negotiated Procurement - Small Value
Philgeps #:	2005-18743		
TIN :	137-102-154-000		

Gentlemen:

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:		Payment Term:	Fifteen (15) to Thirty (30) days upon completion of supporting documents

Stock / Property No.	Unit	Description	Quantity	Unit Amount	Amount
	pcs.	<b>Laminated Presentation Folder with Sleeves</b> Base Color: White Matte Coating: Gloss Size Close: 8.3" x 11.7" Size Open: 16.6" x 11.7" Slits: 2 sleeves with business card slot Die cut for business card insertion Sleeves size: 4" Paper weight: 100 lbs  Note: Service provider to submit sample for approval of the End-user Expected Delivery Date: 3rd week of September 2018  AOQ NO.: 18-1209 NP-SV; PR No: 2018062150 For LDI on Problem Solving and Decision Making for LSWDOs	80	100.00	8,000.00

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(Total Amount in Words)	EIGHT THOUSAND PESOS ONLY	P	8,000.00
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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 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:

*[Signature]*  
 LOVIMINPA BUNYAN  
 Signature over printed name of Supplier  
 9/19/2018  
 Date

Very truly yours,

*[Signature]*  
 LEAH E. MEJIAS  
 Signature over Printed Name of Authorized Official  
 OIC-Director, SWIDB  
 Designation

Fund Cluster: 20180-1-2  
 Funds Available: \_\_\_\_\_  
 \_\_\_\_\_  
 JUBIE LEAH MAE S. COLES  
 Signature over Printed Name of Chief Accountant/  
 Head of Accounting Division/Unit

ORS/BURS No.: 03 10101 2018-09 11119  
 Date of the ORS/BURS: 9/15/2018  
 Amount: 8,000.00