

LEGISLATIVE ACCOUNTING SERVICE  
PPMS System General

**JUL 27 2023**

TIME 4:58

Republic of the Philippines  
Senate  
**J O B O R D E R**

Requesting Dept./Group: **OFFICE OF THE SERGEANT-AT-ARMS**  
P.R. No. **PR-23-03-196**

Job Order No.: **JO-23-07-022**  
Date: **20-July-2023**

TO **VETTER TRADING AND AUTO SUPPLY CO.**  
84 C ARANETA AVENUE, QUEZON CITY  
944-9455, 448 6866

Certified Funds Available:  
**JUDITH C. JEBULAN**  
Director III, Legislative Accounting Service

Attention To: **CHITO MANUBA**  
TIN **008 -926-058-000**

*P/21/23*

Immediately upon receipt of this order, please effect the immediate undertaking of the hereunder described work, to wit:

Quantity	Unit	Job Order	Unit Price	Total
1	PIECE	> Supply and delivery of Fabrication of Senate Seal > Material: Bronze > Size: 32 inches diameter > Thickness: 1mm with siding: 1.5 inches Nothing Follows	P38,800.00	P38,800.00

RECEIVED  
SEP 21 2023

SENATE OF THE PHILIPPINES  
RECEIVED  
SEP 21 2023  
BY: [Signature] TIME 3:37  
OFFICE OF THE DEPUTY SECRETARY  
ADMINISTRATIVE AND FINANCIAL SERVICES

LEGISLATIVE ACCOUNTING SERVICE  
RECEIVED  
SEP 21 2023  
BY: [Signature] TIME 9:00

By: [Signature] Time: 2:11  
Administrative Management Bureau

*OAS 200-2023-07-5550 P38,800.00  
July 27, 2023*

SEP 21 2023  
[Circular Stamp]

Grand Total : **P38,800.00**

(Total amount in words)

Thirty-Eight Thousand Eight Hundred Pesos Only

The above award is based from the result of the canvass/bidding conducted by this office in which your offer was considered the lowest and/or with terms most advantageous to the government among the proposals submitted.

It is understood that this project shall not be sub-constructed or sub-leased in parts or in whole without prior approval of this office.

Violation of the above conditions shall be subject to penalties as may be prescribed either in the form of fines or revocation of the Contract/Job Order or both, depending upon the gravity of the violation.

It is understood that the job must be completed 30 days

RECOMMENDING APPROVAL:

APPROVED BY:

*[Signature]*  
EXEC. DIR. RENATO B. CHUA  
EXECUTIVE DIRECTOR, ADMINISTRATIVE AND FINANCIAL SERVICES  
*September 2023*

*[Signature]* 21 Sept 2023  
ATTY. ARNEL JOSE S. BAÑAS  
DEPUTY SECRETARY, ADMINISTRATIVE AND FINANCIAL SERVICES

NOTE: The approved Purchase Order (P.O.) / Job Order (J.O.) shall be sent through email to the winning bidder or its authorized representative and it will serve as official notice to them. Upon receipt of the email notification, the winning bidder shall acknowledge within two (2) days and respond to the said email by signing the P.O. or J.O. and resending it to the Senate Property and Procurement Service through email. This will serve as the reckoning date for the delivery period stated in P.O. or J.O., otherwise, the reckoning date will be the date of email to the supplier or its authorized representative.

Remarks: NOTE: PO TYPEWRITTEN BY PPS PER APPROVED ABSTRACT OF BIDS NO. AB-E 23-03-041 DRENED ON 5/16/2023 AND PER BAC ADVISORY RE AWARD DTD 7/19/2023

*rgonzales*  
7/20/23 3:12:59PM

RECEIVED

SEP 21 2023

By: *[Signature]* Time: 4:33pm  
Property and Procurement Service

434-25