

APR 17 2023
2:01

RECEIVED

PURCHASE ORDER
SENATE OF THE PHILIPPINES
Entity Name

APR 17 2023

BY: TIME 14:25

Supplier: **JACA OFFICE AND SCHOOL SUPPLIES TRADING**

P.O. No.: **OFFICE OF THE DEPUTY SECRETARY ADMINISTRATIVE AND FINANCIAL SERVICES**

Date: 12-April-2023

Address: 671 BONI AVENUE MANDALUYONG CITY

Mode of Procurement: SHOPPING

Tel No.: 85319311 /

Reference P.R. No.: PR-23-01-060

TIN: 277-946-968

OS-ACAYETANO

AB No.: AB-23-02-007

Attention: JOCELYN B. MEDES
Please acknowledge receipt of faxed P.O. and refax it to Telefax No. 552-6601 loc. 4262 or 552-6815. Thank You.

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

Place of Delivery: Rm. 401 Property and Procurement Service
SENATE OF THE PHILIPPINES, GSIS BLDG ROXAS BLVD. PASAY CITY

Delivery Term: 15 working days

Date of Delivery:

Payment Term: Government Terms

Warranty: ---

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
1	PIECE	CLIPBOARD, Legal, Plastic, with metal clip	3	55.00	165.00
2	PIECE	CLIPBOARD, A4, Plastic, with metal clip	3	58.00	174.00
3	PAD	STICK-ON NOTES, "Sign Here" Film Indexer	10	48.00	480.00
4	ROLL	TAPE, DOUBLE SIDED (2")	2	54.00	108.00
5	PIECE	TAPE, DOUBLE SIDED (1")	2	25.00	50.00
6	PACK	PHOTO PAPER	20	80.00	1,600.00

Nothing Follows

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PROCUREMENT SECTION, PPS

7 APR 2023

By: JACA TIME: 4:00PM
4/18/23 8:12

RECEIVED

APR 17 2023

By: [Signature] Time: 11:22
Administrative Management Bureau

DAS 200-2023-04-2523 p 2,577.00
4/18/23

RELATIVE ACCOUNTING SEC

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By: [Signature] TIME: 6:00PM

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Grand Total: P2,577.00

(Total amount in words) Two Thousand Five Hundred Seventy-Seven Pesos Only

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed on the undelivered item/s.

Conforme:

Very truly yours:

Signature over Printed Name of Supplier

Date

APR. ARNEL JOSE S. BANAS
Deputy Secretary, Admin & Financial Services

17 April 2023

Fund Cluster:

Funds Available:

JUDITH C. FEBULAN

Director III, Legislative Accounting Service

Signature over Printer Name of Chief Accountant

ORS/BURS No.:

Date of the ORS/BURS:

Amount:

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-23-02-007) OPENED ON 3/1/2023 AND PER BAC ADVISORY RE AWARD DTD 3/21/2023

4/12/2023 2:15:36PM