

**PURCHASE ORDER**  
**SENATE OF THE PHILIPPINES**  
 Entity Name

|   |   |
|---|---|
| Supplier : <b>UK OFFICE, INC.</b>                                     | P.O. No. : <b>PO-24-05-041</b>                          |
| Address : <b>558 PLAZA LORENZO RUIZ, BINONDO, MANILA METRO MANILA</b> | Date : <b>13-May-2024</b>                               |
| Tel No. : <b>241-5832 / 241-7372 / 242-5082 / 244 3103</b>            | Mode of Procurement: <b>SHOPPING</b>                    |
| TIN : <b>200-671-947-000</b>  | Reference P.R. No. : <b>PR-24-02-101</b><br><b>LRAS</b> |
|   | AB No. : <b>AB-24-03-009</b>                            |

Attention : **Blesilda Encila**  
 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 : <b>Rm. 401 Property and Procurement Service</b><br><b>SENATE OF THE PHILIPPINES, GSIS BLDG. ROXAS BLVD. PASAY CITY</b> | Delivery Term : <b>30 DAYS</b>         |
| Date of Delivery : _____   | Payment Term : <b>Government Terms</b> |
|  | Warranty : <b>---</b>                  |

| Stock No. | Unit | Description                           | Quantity | Unit Cost | Amount   |
|-----------|------|---------------------------------------|----------|-----------|----------|
| 1         | PACK | INDEX CARD, Ruled (3" x 5") 500s/Pack | 20       | 102.00    | 2,040.00 |
| 2         | PACK | INDEX CARD, Ruled (4" x 6") 500s/Pack | 15       | 151.00    | 2,265.00 |
|           |      | Nothing Follows                       |          |           |          |

**RECEIVED**  
 MAY 16 2024  
 By: RICA Time: 8AM  
 Property and Procurement Service

**RECEIVED**  
 MAY 15 2024  
 By: \_\_\_\_\_ Time: 4:31PM  
 Administrative Management Bureau

Senate of the Philippines  
 Legislative Accounting Service  
**RECEIVED**  
 MAY 15 2024  
 Date: \_\_\_\_\_  
 By: JFC Time: 11:10AM

5/15 200-2024-05-3546 P4,305.00

Page 1 of 1 **Grand Total:** **P4,305.00**

(Total amount in words) **Four Thousand Three Hundred Five Pesos Only**

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

Conforme: \_\_\_\_\_ Very truly yours: Renato B. Chua 5/16

Signature over Printed Name of Supplier **EXEC. DIR. RENATO B. CHUA**  
 EXECUTIVE DIRECTOR, ADMINISTRATIVE AND FINANCIAL SERVICES

Date \_\_\_\_\_ W May 16 2024

|  |   |
|--|---|
| Fund Cluster: _____<br>Funds Available: _____<br><b>JUDITH C. JEBULAN</b><br>Director III, Legislative Accounting Service<br>Signature over Printer Name of Chief Accountant | ORS/BURS No. : _____<br>Date of the ORS/BURS: _____<br>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-24-03-009) OPENED ON 3/12/2024 AND PER BAC ADVISORY RE AWARD DTD 4/16/2024**

nto:mms  
 5/13/2024 / 9:55:35AM

**PURCHASE ORDER**  
**SENATE OF THE PHILIPPINES**  
 Entity Name

|   |  |
|---|--|
| Supplier : <b>GDP TRADING</b>           | P.O. No. : <b>PO-24-05-042</b>           |
| Address : <b>8 PURAY ST. SANTOL Q.C</b> | Date : <b>13-May-2024</b>                |
| Tel No. : <b>84042977/09356294079 /</b> | Mode of Procurement: <b>SHOPPING</b>     |
| TIN : <b>150-214-534-000</b>            | Reference P.R. No. : <b>PR-24-02-101</b> |
|   | LRAS                                     |
|   | AB No. : <b>AB-24-03-009</b>             |

Attention : Carmel Dacles  
 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 : <b>Rm. 401 Property and Procurement Service</b><br><b>SENATE OF THE PHILIPPINES, GSIS BLDG. ROXAS BLVD. PASAY CITY</b> | Delivery Term : <b>15-20 DAYS</b>      |
| Date of Delivery :   | Payment Term : <b>Government Terms</b> |
|  | Warranty : <b>---</b>                  |

| Stock No. | Unit | Description  | Quantity | Unit Cost | Amount   |
|-----------|------|--|----------|-----------|----------|
| 1         | PACK | INDEX CARD, Ruled (5" x 8") 500s/Pack<br>Nothing Follows | 22       | 198.00    | 4,356.00 |

**RECEIVED**

MAY 16 2024

By: RICA Time: 8AM  
 Property and Procurement Services

**RECEIVED**

MAY 15 2024

By: [Signature] Time: 4:51 PM  
 Administrative Management Bureau

**RECEIVED**

BY: MAY 15 2024

DATE: [Signature]

TIME: [Signature]

EXEC. DIR., ADMIN. AND FIN.

Senate of the Philippines

Legislative Accounting Service

**RECEIVED**

MAY 15 2024

Date: [Signature]

By: [Signature] Time: 11:10 AM

#15200-2024-05-3549 P 4,356.00

Page 1 of 1 **Grand Total: P4,356.00**

(Total amount in words) **Four Thousand Three Hundred Fifty-Six 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]  
 Signature over Printed Name of Supplier **EXEC. DIR. RENATO B. CHUA**  
 EXECUTIVE DIRECTOR, ADMINISTRATIVE AND FINANCIAL SERVICES  
 Date: \_\_\_\_\_

|   |                             |
|---|-----------------------------|
| Fund Cluster: _____   | ORS/BURS No. : _____        |
| Funds Available: _____  | Date of the ORS/BURS: _____ |
| <b>JUDITH C. JEBULAN</b><br>Signature over Printed Name of Chief Accountant | 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 sending 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.

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[Signature]  
 nicolas  
 5/13/2024 / 10:25:19AM

**PURCHASE ORDER**  
**SENATE OF THE PHILIPPINES**  
 Entity Name

|  |  |
|--|--|
| Supplier : <b>LAMBERT TRADING</b>            | P.O. No. : <b>PO-24-05-045</b>           |
| Address : <b>Marcos Talavera Nueva Ecija</b> | Date : <b>13-May-2024</b>                |
| Tel No. : <b>09653319892 /</b>               | Mode of Procurement: <b>SHOPPING</b>     |
| TIN : <b>220-834-592-000</b>                 | Reference P.R. No. : <b>PR-24-02-101</b> |
|  | LRAS                                     |
|  | AB No. : <b>AB-24-03-009</b>             |

Attention : **LORAINA A. MALUBAG**  
 Please acknowledge receipt of faxed P.O. and refax it to Telefax No. 552-6601 loc. 4262 or 552-6815. Thank You.

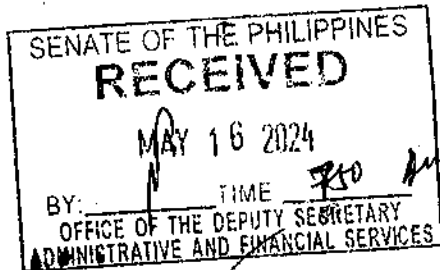
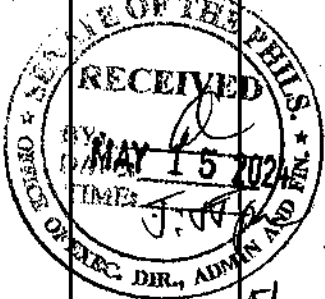
Gentlemen :  
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|--|--|
| Place of Delivery : <b>Rm. 401 Property and Procurement Service</b><br><b>SENATE OF THE PHILIPPINES, GSIS BLDG. ROXAS BLVD. PASAY CITY</b> | Delivery Term : <b>30 DAYS</b>         |
| Date of Delivery :   | Payment Term : <b>Government Terms</b> |
|  | Warranty : <b>---</b>                  |

| Stock No. | Unit | Description   | Quantity | Unit Cost | Amount    |
|-----------|------|---|----------|-----------|-----------|
| 1         | REAM | <b>COPY PAPER, ACID FREE</b><br>Specifications per PR:<br>Acid free<br>Size: A4<br>Offer: COPY PAPER, ACID FREE BRAND: IK NATURAL<br>70GSM MULTI-PURPOSE PAPER 500'S<br>----- Nothing Follows ----- | 200      | 188.00    | 37,600.00 |

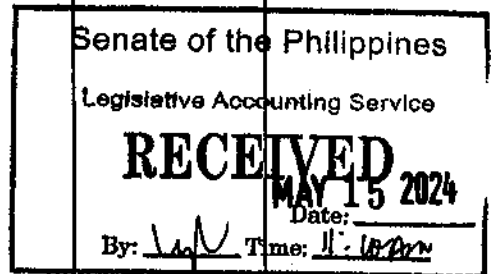
**RECEIVED**

MAY 16 2024  
 By: RICA Time: 11:30 AM  
 Property and Procurement Service



5/15 200-2024-05-8548 P37,600.00

**RECEIVED**  
 MAY 15 2024  
 By: [Signature] Time: 9:50 PM  
 Administrative Management Bureau



(Total amount in words) **Thirty-Seven Thousand Six Hundred 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

**DEPT. ARNEL JOSE S. BAÑAS**  
 DEPUTY SECRETARY, ADMINISTRATIVE AND FINANCIAL SERVICES  
 May 15 2024

Fund Cluster:  
 Funds Available:  
**JUDITH C. JEBULAN**  
 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.

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nto@pawms  
 5/13/2024 / 11:46:59AM