

# PURCHASE ORDER

Department of Social Welfare and Development  
Cordillera Administrative Office

Annex G-5

<b>Supplier</b>		SIGNS OF SUCCESS GENERAL MERCHANDISE		<b>Purchase Order No.</b>		2020-08-313		
<b>Address</b>		BCST EA BLDG., MILITARY CUT-OFF, BAGUIO CITY		<b>Date</b>		8/26/2020		
				<b>Mode of Procurement</b>		SVP		
Gentlemen:								
Please furnish this office the following articles subject to the terms and conditions herein.								
<b>Place of Delivery</b>		DSWD-CAR, #40 North Drive, Baguio City				<b>Delivery Term:</b>		Complete
<b>Date of Delivery</b>		10 WORKING DAYS UPON RECEIPT OF PURCHASE ORDER				<b>Payment Term:</b>		Charge
<b>Stock/Property</b>	<b>Unit</b>	<b>Description</b>	<b>QTY</b>	<b>Unit Cost</b>	<b>Total Cost</b>			
		<b>PURCHASE OF TABLE SHIELD AGAINST COVID-19 FOR SWAD OFFICES</b>						
	piece	Table Shield A. Material: Clear Acrylic (with Logo) B. Sizes for Acrylic Board: b.1 (Height) 0.60 meter , (Length) 0.60 meter x 3mm (thickness) b.2 (Height) 0.60 meter x (Length) 1.20 meter x 3mm (thickness) C. Logo Size c.1 DSWD Logo: 0.20m (L) x 0.080 (H) c.2 One Cordillera: 0.080m (L) x 0.0080m (H) -BENDEED 3mm CLEAR ACRYLIC	22	3,500.00	77,000.00			
<b>OTHER REQUIREMENTS</b>			<b>COMPLIANCE</b>					
The delivery of the goods is within 10 working days upon receipt of Purchase Order.			✓					
The place of delivery of the goods / services is AT DSWD-CAR, #40 NORTH DRIVE, BAGUIO CITY.			✓					
<b>(Amount in words)</b>					<b>TOTAL</b>	<b>77,000.00</b>		
<b>Seventy Seven Thousand Pesos Only</b>								

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:

( Signature over Printed Name )	Date
Bank Account Name	Bank Account Number
TIN Number	Date of BIR Registration

\*please tick tax type  
 vat  
 non-vat

Very Truly Yours,



**LEO L. QUINTILLA**  
Signature over Printed Name of Authorized Official  
**OIC Regional Director**  
Designation

Fund Cluster: <u>MDS Current &amp; MDS Conty</u>	ORS/ BURS No. : <u>08-09766 + 08-01324</u>
Funds Available: _____	Date of the ORS/ BURS: <u>AUG 27 2020</u>
<b>WILBOURN B. BACOLONG</b> ACCOUNTANT III	Amount: <u>77,000.00</u>

RCLR/crg