

# PURCHASE ORDER

Department of Social Welfare and Development  
Cordillera Administrative Office

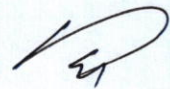
Annex G-5

<b>Supplier</b>		ELNORA'S GEN. MDSE.		<b>Purchase Order No.</b>		2020-10-453	
<b>Address</b>		HINGYON, IFUGAO		<b>Date</b>		10/13/2020	
				<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>				MSWD Office, Hingyon, Ifugao		<b>Delivery Term:</b> Complete	
<b>Date of Delivery</b>				AS SCHEDULED		<b>Payment Term:</b> Charge	
Stock/Property	Unit	Description	QTY	Unit Cost	Total Cost		
<b>PURCHASE OF GOODS FOR THE 10TH CYCLE SUPPLEMENTARY FEEDING PROGRAM IN HINGYON, IFUGAO</b>							
1	Pack	Flour, all purpose, at least 500g/pack	126	35.00	4,410.00		
2	Tray	Eggs, medium size at least 56-65 grams per piece, 30pcs/tray	50	240.00	12,000.00		
3	Pack	Brown Sugar, at least 500g/pack	126	30.00	3,780.00		
4	Tub	Margarine, plain/classic, at least 100g/tub	120	40.00	4,800.00		
5	Pack	Baking Powder, at least 50g/pack	120	17.00	2,040.00		
6	Bottle	Vegetable Oil, 1L/bottle	120	150.00	18,000.00		
7	Pack	Glutinous Rice (Diket), 500g/pack	120	50.00	6,000.00		
8	Can	Condensed Milk atleast 390g/ can	288	50.00	14,400.00		
9	Pack	Squash, medium size, at least 1 kg per pack	100	40.00	4,000.00		
10	Pack	Carrot, medium size, at least 1 kg/pack	102	80.00	8,160.00		
<b>OTHER REQUIREMENTS</b>			<b>COMPLIANCE</b>				
		1. Delivery will start within October and December before 9am or until approval class is agreed and following the delivery schedules attached. The scheduling of delivery date will be agreed upon by the MSWDO, supplier and SFP during calamities, holidays pandemic and other circumstantial situations.	✓				
		2. Grocery items must be well-sealed, in its original packaging (no refill and re-pack ) except for items no. 1,3,7 and must bear the manufacturer's name, date of manufacturing and date of expiry. Expiry must be atleast 1 months from the date of delivery .	✓				
		3. Supplier should guarantee quality of delivered goods, otherwise items deemed reject should be replaced within the day or a buffer should be ensured every delivery.	✓				
		4. Supplier is responsible in the loading and unloading of goods to the designated delivery sites.	✓				
		5. Supplier should pack the goods per center and allocation will be provided by the contact person to the winning supplier.	✓				
		6. Supplier should assist in the distribution of goods and must stay until distribution is done to ensure that concerns during distribution is addressed.	✓				
		7. Perishable items must be kept in coolers, refrigerators, styroboxes and other cooling device to prevent spoilage during delivery and vegetables should be kept in perforated containers/bags.	✓				
		8. Payment will be made monthly based on actual items delivered	✓				
		Delivery Site: MSWD Office, Hingyon, Ifugao					
					<b>TOTAL</b>	<b>77,590.00</b>	
<b>(Amount in words)</b>		<b>Seventy Seven Thousand Five Hundred Ninety 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:

Very Truly Yours,



**LEO L. QUINTILLA**

Signature over Printed Name of Authorized Official  
**OIC Regional Director**  
Designation

\_\_\_\_\_  
( Signature over Printed Name)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Bank Account Name

\_\_\_\_\_  
Bank Account Number

TIN Number  \*please tick tax type  
vat  
 non-vat

\_\_\_\_\_  
Date of BIR Registration

Fund Cluster: 01 MDS Current

ORS/ BURS No. : 02-70101-2020-10-05786

Funds Available: \_\_\_\_\_

Date of the ORS/ BURS: Oct. 14, 2020

**WILBOURN B. BACOLONG**  
ACCOUNTANT III

Amount: 77,590.00