

# PURCHASE ORDER

Department of Social Welfare and Development  
Cordillera Administrative Office

Annex G-5

<b>Supplier</b>		<b>ADKREATS ARTS &amp; SIGN</b>	<b>Purchase Order No.</b>		<b>2020-12-662</b>	
<b>Address</b>		<b>KM 5, BALILI, LA TRINIDAD</b>	<b>Date</b>		<b>12/18/2020</b>	
<b>Gentlemen:</b>		<b>Mode of Procurement</b>				<b>SVP</b>
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>		15 WORKING DAYS UPON RECEIPT OF PURCHASE ORDER AND FINAL LAYOUT			<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>PRODUCTION OF LISTAHANAN IEC MATERIALS</b>						
	pieces	Listahanan personalized facemask Specifications: Black with printed logo, cotton, garterized ear strip	600	45.00	27,000.00	
	pieces	Listahanan personalized signpen Specifications: Blue ink, 0.5mm, needle type Color: black with white DSWD and listahanan logo SEE ATTACHED DESIGN FOR REFERENCE	282	70.00	19,740.00	
<b>OTHER REQUIREMENTS</b>			<b>COMPLIANCE</b>			
		The delivery of the goods is within 15 working days upon receipt of Purchase Order and Final Layout.	✓			
		Delivery Place is within DSWD-CAR Regional Office.	✓			
<b>(Amount in words)</b>					<b>TOTAL</b>	<b>46,740.00</b>
<b>Forty Six Thousand Seven Hundred Forty 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 <small>*please tick tax type vat non-vat</small>	Date of BIR Registration



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

Fund Cluster: <u>01 CME Contg. FO</u>	ORS/ BURS No. : <u>02-10101-2020-12-01889</u>
Funds Available: <u>46,740.00</u>	Date of the ORS/ BURS: <u>12-18-2020</u>
<b>WILBOURN B. BACOLONG</b> ACCOUNTANT III	Amount: <u>46,740.00</u>

VLB/cgd

NYDD 20-09