



Republic of the Philippines
DEPARTMENT OF BUDGET AND MANAGEMENT
 GENERAL SOLANO STREET, SAN MIGUEL, MANILA
 TeleFax No. 7354979

PURCHASE ORDER NO. 2016-025

| | |
|--|----------------------------------|
| Supplier: Cover & Pages Corporation | Date: January 27, 2016 |
| Address: 2763 Silang Street, Sta. Ana, Manila | Mode of Procurement: Small Value |
| TIN: | |

Gentlemen:
 Please deliver the article(s) product(s)/supplies/materials listed below priced in accordance with your Price Quotation, subject to the Terms and Conditions enumerated at the back hereof:

| | |
|-------------------------------------|--|
| Place of Delivery: DBM Bldg. I, TIS | Delivery Term: Quarterly |
| Date of Delivery: Quarterly | Payment Term: Upon completion of quarterly delivery and acceptance |

| Stock No. | Unit | Item and Description /Specification | Quantity | Unit Cost | AMOUNT |
|-----------|------|---|----------|-----------|-----------|
| | pcs | Printing of Budget and Management Bulleting for CY 2016 Specification: Size: 8.25" x 11.75" No. of Colors: Cover and inside- 4/4 Paper Stock: Cover and Inside- Matte, 70 lbs No. of Pages: 16 pages (including cover) Bindery: Saddle Stitch (wire staple) | 8,000 | 10.35 | 82,800.00 |

(Total Amount In Words)
Eighty Two Thousand Eight Hundred Pesos 82,800.00

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

Conforme: *Rosemarie Alejandra*
 Signature over Printed Name of Supplier
 Date: 27/2016

Very truly yours,
Andrea Magtala
 ATTY. ANDREA CELENE M. MAGTALAS
 Director IV, Administrative Service
 Authorized Official
 (Representing End User) *[Signature]*

| | |
|--|---|
| Funds Availability Certified by: <i>[Signature]</i> ESPERANZA Q. IGNACIO Chief Accountant | OS No : <u>01011012016-01-000129</u> Amount : <u>₱ 82,800.-</u> Date : <u>1/29/2016</u> |
|--|---|

Distribution of Copies:
 / / Original copy for the Supplier's Conforme
 / / Agency's Central Supply and Property Section for file
 / / COA Auditor



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
GENERAL SOLANO STREET, SAN MIGUEL, MANILA

NOTICE OF AWARD

January 27, 2016

ROSEMARIE ALEJANDRE
Cover & Pages Corporation
2763 Silang Street
Sta. Ana, Manila

Dear **Ms. Alejandre**:

We are pleased to inform you that the project "*Printing of Budget and Management Bulletin for CY 2016*" is hereby awarded to your company in the amount of Eighty Two Thousand Eight Hundred Pesos (P82,800.00).

Based on evaluation of your submitted documents, the Administrative Service finds your submission as the lowest calculated and responsive quotation for the said project.

Thank you very much.

Very truly yours,


ATTY. ANDREA CELENE M. MAGTALAS
Director IV, Administrative Service





REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
GENERAL SOLANO STREET, SAN MIGUEL, MANILA

NOTICE TO PROCEED

ROSEMARIE ALEJANDRE
Cover & Pages Corporation
2763 Silang Street
Sta. Ana, Manila


Dear **Ms. Alejandre**:

Per attached Purchase Order No. 2016-025, we hereby notify you that your Office may proceed with the delivery of the project "*Printing of Budget and Management Bulletin for CY 2016*" upon receipt and acceptance of this Notice.

In this regard, your Office shall coordinate with our General Services Division to ensure compliance with the item/service specification, and the terms stated at the back of the Purchase Order.

Thank you very much.

Very truly yours,


ATTY. ANDREA CELENE M. MAGTALAS
Director IV, Administrative Services

Conforme / Date

