



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

PURCHASE ORDER NO. 2017-145

Supplier: ANSWERS GENERAL MERCHANDISE	Date: June 9, 2017
Address: <u>Martinez Building, Dasmariñas,</u> <u>Binondo, Manila</u>	Mode of Procurement: Small Value Procurement
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 III	Delivery Term: Within 15 calendar days from receipt of NTP
Date of Delivery: Within 15 calendar days upon receipt of PO	Payment Term: Upon completion of delivery and acceptance

Stock No.	Unit	Item and Description /Specification	Quantity	Unit Cost	AMOUNT
	reams	B4 size plain paper • Plain paper • Size: B4 (254mm x 356mm) • Size: 80 gsm	230	265.00	60,950.00
	pieces	Ball Pen • Color: Black • 0.5mm • Retractable • Ball Point Pen	181	4.95	895.95
	pieces	Ball Pen • Color: Blue • 0.5mm • Retractable • Ball Point Pen	281	4.95	1,390.95
	pieces	Ball Pen • Color: Red • 0.5mm • Retractable • Ball Point Pen	114	4.95	564.30

(Total Amount In Words)
Sixty Three Thousand Eight Hundred One and 20/100 **63,801.20**

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: *[Signature]*
 Signature over Printed Name of Supplier
June 19, 2017
 Date

Very truly yours,
ATTY. ANDREA CELENE M. MAGTALAS
 Director IV, Administrative Service
 Authorized Official
 (Representing End User)

Funds Availability Certified by: <u><i>[Signature]</i></u> JEFFREY GALARPE OIC-Accounting Division	OS No : <u>0210102017-06-1017</u> Amount : <u>763,801.20</u> Date : <u>06/14/17</u>
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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

June 9, 2017

MR. RODRIGO PADASAS
ANSWERS GENERAL MERCHANDISE
Martinez Building, Dasmariñas
Binondo, Manila

Dear **Mr. Padasas:**

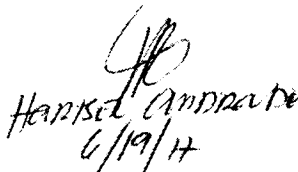
We are pleased to inform you that the project "*Supply and Delivery of Ball Pens and B4 size Paper*", is hereby awarded to your company in the amount of Sixty Three Thousand Eight Hundred One and 20/100(Php63,801.20)

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


Hansel Andrade
6/19/17



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

NOTICE TO PROCEED

June 9, 2017

MR. RODRIGO PADASAS
ANSWERS GENERAL MERCHANDISE
Martinez Building, Dasmarinas
Binondo, Manila

Dear **Mr. Padasas**:

Per attached Purchase Order No. **2017-145**, we hereby notify you that your Office may proceed with the delivery of the project "*Supply and Delivery of Ball Pens and B4 size Paper*", upon receipt and acceptance of this Notice.

In this regard, your Office shall coordinate with our Procurement Management 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. MAGTALA
Director IV, Administrative Service


Henry S. Andrade 6/19/17
Conforme / Date