



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

<b>PURCHASE ORDER NO. 2017-089</b>					
Supplier: <b>BOC'S TRADING CO., INC.</b>			Date: <b>March 24, 2017</b>		
Address: <u>Martinez Building, Dasmarinas,</u> <u>Binondo, Manila</u>			Mode of Procurement: <b>Small Value Procurement</b>		
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: <b>DBM Bldg III</b>			Delivery Term: <b>Within 10 calendar days from receipt of NTP</b>		
Date of Delivery: <b>Within 10 calendar days upon receipt of PO</b>			Payment Term: <b>Upon completion of delivery and acceptance</b>		
Stock No.	Unit	Item and Description /Specification	Quantity	Unit Cost	AMOUNT
	reams	<b>Colored Paper</b> • Color: Light Yellow • Size: A4 • 80 gsm	240	279.50	67,080.00
<b>(Total Amount In Words)</b> <b>Sixty Seven Thousand Eighty Pesos</b>					<b>67,080.00</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 (1%) for every day of delay shall be imposed.					
Conforme:			Very truly yours,		
 <u>EMELY GALANTE</u> Signature over Printed Name of Supplier <u>3/29/17</u> Date			 <b>ATTY. ANDREA CELENE W. MAGTALAS</b> Director IV, Administrative Service Authorized Official (Representing End User)		
Funds Availability Certified by:			OS No : <u>02161612017-09-000476</u>		
 <b>ESPERANZA R. IGNACIO</b> Chief Accountant			Amount : <u>67,080.-</u>		
			Date : <u>3/24/2017</u>		
<b>Distribution of Copies:</b>					
/ / 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**

March 24, 2017

**MS. EMELY GALZOTE**  
BOC'S TRADING CO., INC.  
266 San Vicente St.  
Binondo, Manila

Dear **Ms. Galzote**:

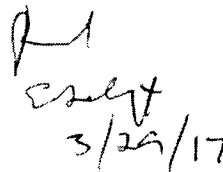
We are pleased to inform you that the project "*Supply and Delivery of Colored Paper*" is hereby awarded to your company in the amount of Sixty Seven Thousand Eighty Pesos (Php67,080.00)

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 CELENO M. MAGTALA**  
Director IV, Administrative Service

  
EM  
3/29/17



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

**NOTICE TO PROCEED**

March 24, 2017

**MS. EMELY GALZOTE**  
BOC'S TRADING CO., INC.  
266 San Vicente St.  
Binondo, Manila

Dear Ms. Galzote:

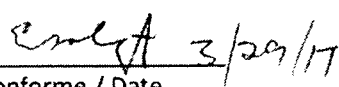
Per attached Purchase Order No. **2017-089**, we hereby notify you that your Office may proceed with the delivery of the project "*Supply and Delivery of Colored Paper*", upon receipt and acceptance of this Notice.

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. MAGTALAS  
Director IV, Administrative Service

  
Conforme / Date