



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

**NOTICE TO PROCEED**

December 4, 2019

**MR. YVES KENNETH P. MALLARI**

Innovation Printshoppe Inc.  
1637 Diamante St.,  
San Andres Bukid, Manila

Dear Mr. Mallari:

Per attached Purchase Order No. **2019-167**, we hereby notify you that your Office may proceed with the delivery of the project "*Printing and Delivery of the Code of Conduct of the Department of Budget and Management*", 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,

  
**THEA MARIE CORINNE F. PALARCA**  
Director IV, Administrative Service

  
Mr. Yves Kenneth Mallari  
12/18/19  
Conforme / Date



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

**NOTICE OF AWARD**

December 4, 2019

**MR. YVES KENNETH P. MALLARI**

Innovation Printshoppe Inc.  
1637 Diamante St.,  
San Andres Bukid, Manila

Dear Mr. Mallari:

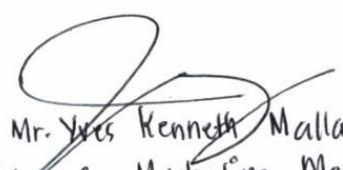
We are pleased to inform you that the project "*Printing and Delivery of the Code of Conduct of the Department of Budget and Management*" is hereby awarded to your company in the amount of Eighty-Four Thousand Six Hundred Pesos (P84,600.00).

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,

  
THEA MARIE CORINNE F. PALARCA  
Director IV, Administrative Service

 12/6/19  
Mr. Yves Kenneth Mallari  
Sales & Marketing Manager

REPUBLIC OF THE PHILIPPINES  
**DEPARTMENT OF BUDGET AND MANAGEMENT**  
 GENERAL SOLANO STREET, SAN MIGUEL, MANILA  
 Trunkline: 657-3300

**PURCHASE ORDER NO. 2019-167**

Supplier: <b>Innovation Printshoppe Inc.</b>		Date: December 4, 2019			
Address: 1637 Diamante St., San Andres Bukid, Manila		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 Building III		Delivery Term: On or before December 16, 2019			
Date of Delivery: On or before December 16, 2019		Payment Term: Upon completion of delivery and acceptance			
Stock No.	Unit	Item and Description /Specification	Quantity	Unit Cost	Amount
	pcs	<b>Printing and Delivery of the Code of Conduct of the Department of Budget and Management</b> · Size: A5 · Number of pages: 46 (excluding cover) · Inside: Matte, 120gsm, single color (black) · Cover: Cardboard stock, 200 gsm, matte laminated, 4/0 CMYK Binding: Wire-O binding, semi-concealed on spin.	2,000.00	P42.30	P84,600.00
- X - X - X -					
<b>(Total Amount In Words)</b> Eighty-Four Thousand Six Hundred Pesos Only					<b>P84,600.00</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:		 Yves Kenneth Mallari Signature over Printed Name of Supplier 12/18/19 Date		Very truly yours,   THEA MARIE CORINNE F. PALARCA Director IV, Administrative Service Authorized Official (Representing End User)	
Funds Availability Certified by:		 JEFFREY DM GALARPE OIC - Accounting Division		OS No: 02/01/012019-12-2662 Amount: ₱ 84,600.- Date: 12/05/19	
<b>Distribution of Copies:</b>					
/ Original copy for the Supplier's Conforme / Agency's Central Supply and Property Section for file / COA Auditor					