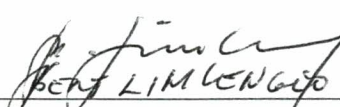

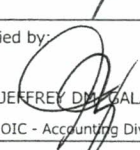




REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF BUDGET AND MANAGEMENT

GENERAL SOLANO STREET, SAN MIGUEL, MANILA

Trunkline: 657-3300 loc 3115

PURCHASE ORDER NO. 2020-036					
Supplier: <b>QUAD B OFFICE SUPPLIES TRADES</b>		Date: July 22, 2020			
Address: <u>3F Builders Centre 170 Salcedo St.</u> <u>Legaspi Village, Makati City</u>		Mode of Procurement: NP- 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 Central Office			Payment Term: Payment shall be made through Landbank's LDDAP- ADA / Bank Transfer facility within Sixty (60) days after submission of Billing and User Inspection and Acceptance of the Product. Bank Transfer fee shall be charged against creditor's account.		
Delivery Term: Fifteen (15) working days upon receipt of Notice to Proceed (NTP)					
Stock No.	Unit	Item and Description /Specification	Quantity	Unit Cost	AMOUNT
<b>Purchase of Ribbon for Unica and Iwata Time and Date Stamp Machine</b>					
		- Ribbon for Unica TS-350 Dater Machine or any compatible	32	₱750.00	₱24,000.00
		- Ribbon Cartridge for Iwata SP-900 Time and Date Stamper Machine	10	₱850.00	₱8,500.00
		* nothing follows *			
				TOTAL:	₱32,500.00
				Less 10% discount per attached RFQ:	3,250.00
(Total Amount In Words) Twenty Nine Thousand Two Hundred and Fifty Pesos only					<b>₱29,250.00</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:		 Signature over Printed Name of Supplier <u>Ben LIM LENGCO</u> Date <u>8/14/2020</u>		Very truly yours,  <b>MARISSA A. SANTOS</b> OIC - Director IV, Administrative Service Authorized Official	
Funds Availability Certified by:		 <b>JEFFREY D. GALARPE</b> OIC - Accounting Division		OS No : <u>12/0110/2020-07-972</u> Amount : <u>₱ 29,250-</u> Date : <u>07/28/2020</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**

**MR. BERT DG LIMLENGCO**

Quad B Office Supplies Trades  
3F Builders Centre, 170 Salcedo Street  
Legaspi Village, Makati City

Dear Mr. Limlengco:

We are pleased to inform you that the project, "*Purchase of Ribbon for Unica and Iwata Time and Date Stamp Machine,*" is hereby awarded to your company in the amount of Twenty Nine Thousand Two Hundred and Fifty Pesos only (P29, 250.00).

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

Thank you and God Bless.

Very truly yours,

**MARISSA A. SANTOS**  
OIC-Director IV, Administrative Service

Conforme:

Authorized Representative,  
Quad B Office Supplies Trades

Date: 8/14/2020



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

**NOTICE TO PROCEED**

**MR. BERT DG LIMLENGCO**

Quad B Office Supplies Trades  
3F Builders Centre, 170 Salcedo Street  
Legaspi Village, Makati City

Dear Mr. Limlengco:

Per attached Purchase Order No. 2020-036, we hereby notify you that your office may proceed with the delivery of the project, "*Purchase of Ribbon for Unica and Iwata Time and Date Stamp Machine,*" upon receipt and acceptance of this Notice.

In this regard, your Office shall coordinate with our End-User Representative to ensure compliance with the item/service specification, and the terms stated at the back of the Purchase Order.

Thank you and God Bless.

Very truly yours,

**MARISSA A. SANTOS**  
OIC-Director IV, Administrative Service

Conforme:

  
\_\_\_\_\_  
Authorized Representative,  
Quad B Office Supplies Trades

Date: 8/14/2020