



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

PURCHASE ORDER NO. 2020-080

Supplier: Business Machines Corporation Address: Carson Bldg. 1888 Orense St. Guadalupe Nuevo, Makati City TIN: 000-302-982-000	Mode of Procurement: NP- Small Value Procurement
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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: Delivery within fifteen (15) working days after issuance of Notice to Proceed / upon availability of payment.	

Stock No.	Unit	Item and Description /Specification	Quantity	Unit Cost	AMOUNT
	pcs	<i>Purchase of Ribbon for Payroll Printer Epson LQ-2190</i> Ribbon for Epson LQ 2190 Printer (S015531) *nothing follows*	20	880.00	17,600.00

(Total Amount In Words)
 Seventeen Thousand and Six Hundred Pesos only 17,600.00

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:
 RONNEL M. AMPARO
 Signature of Supplier
 Date: DEC 09 2020

Very truly yours,

 THEA MARIE CORINNE F. PALARCA
 Director IV, Administrative Service
 Authorized Official
 (Representing End User)

Funds Availability Certified by: JEFFREY D.M. GALARPE OIC - Accounting Division	OS No : 02101161-2020-11-001421 Amount : P 17,600.00 Date : NOV - 27, 2020
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- Distribution of Copies:**
- // Original copy for the Supplier's Conforme
 - // Agency's Central Supply and Property Section/EUR for IAR and Payment Processing
 - // COA Auditor
 - AS-PMD Copy for file



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NOTICE OF AWARD

MS. MYLENE PALALAY

Business Machines Corporation
Carson Bldg. 1888 Orense St.
Guadalupe Nuevo, Makati City

Dear Ms. Palalay:

We are pleased to inform you that the project, "*Purchase of Ribbon for Payroll Printer Epson LQ-2190*," is hereby awarded to your company in the amount of Seventeen Thousand and Six Hundred Pesos only (Php 17,600.00).

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,


THEA MARIE CORINNE F. PALARCA
Director IV, Administrative Service 

Conforme:


RONIEQUEL MESA

Authorized Representative,
Business Machines Corporation

Date: **DEC 09 2020**



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NOTICE TO PROCEED

MS. MYLENE PALALAY

Business Machines Corporation
Carson Bldg. 1888 Orense St.
Guadalupe Nuevo, Makati City

Dear Ms. Palalay:

Per attached Purchase Order No. 2020-080, we hereby notify you that your office may proceed with the delivery of the project, *"Purchase of Ribbon for Payroll Printer Epson LQ-2190,"* 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,


THEA MARIE CORINNE F. PALARCA
Director IV, Administrative Service 

Conforme:


RONISQUEL MESTRERO

Authorized Representative,
Business Machines Corporation

Date: **DEC 09 2020**