



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT

GENERAL SOLANO STREET, SAN MIGUEL, MANILA

PURCHASE ORDER NO. 2020-096

Supplier: Quad B Office Supplies Trades Mode of Procurement: NP- Small Value Procurement
Address: Builders Center Bldg. 170 Salcedo St.
Brgy. San Lorenzo Makati City
TIN: 249369487000

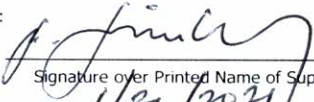
Gentlemen:
Please deliver the article(s) product(s)/supplies/materials listed below priced in accordance with your Price Quotation, subject to the Terms and Conditions enumerated at the back hereof:

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 seven (7) workings days after issuance of Notice to Proceed

Stock No.	Unit	Item and Description /Specification	Quantity	Unit Cost	AMOUNT
		Supply and Delivery of Electronic Date and Time Stamping Machine and Ribbon Cartridge			
	unit	1. Electronic Date and Time Stamping Machine - Fully automatic, with back-up battery - Can print pre-set comments - Can print company's name - Can print standard and military time	1	P14,880.00	P14,880.00
	piece	2. Ribbon Cartridge - Must be compatible with the date and time stamping machine	12	P675.00	8,100.00


(Total Amount In Words)
Twenty-two Thousand Nine Hundred Eighty Pesos **P22,980.00**

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: 
Signature over Printed Name of Supplier
1/21/2021
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 : 02101101-2020-12-001559
Amount : P 22,980.00
Date : Dec-28, 2020

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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GENERAL SOLANO STREET, SAN MIGUEL, MANILA

NOTICE OF AWARD

MR. BERT G. LIMLENGCO

Quad B Office Supplies Trades
Builders Center Bldg. 170
Salcedo St. Brgy. San Lorenzo
Makati City

Dear **Mr. Limlengco:**

We are pleased to inform you that the project, "*Supply and Delivery of Electronic Date and Time Stamping Machine and Ribbon Cartridge*," is hereby awarded to your company in the amount of Twenty-two Thousand Nine Hundred Eighty Pesos (P22, 980.00)

Based on the evaluation of your submitted documents, the Administrative Service finds your submission as the single 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 *gr*

Conforme:



Authorized Representative,
Quad B Office Supplies Trades

Date: 21 JAN. 2021



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

NOTICE TO PROCEED

MR. BERT G. LIMLENGCO

Quad B Office Supplies Trades
Builders Center Bldg. 170
Salcedo St. Brgy. San Lorenzo
Makati City

Dear **Mr. Limlengco:**

Per attached Purchase Order No. 2020-096 [PO No. 2020-096], we hereby notify you that your office may proceed with the delivery of the project, "*Supply and Delivery of Electronic Date and Time Stamping Machine and Ribbon Cartridge*," upon receipt and acceptance of this Notice.

In this regard, your Office shall coordinate with the Administrative Service- General Services Division 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 *gpr*

Conforme:


Authorized Representative,
Quad B Office Supplies Trades

Date:

21 JAN. 2021