



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

**PURCHASE ORDER NO. 2024-018**

Supplier: Full Colours Large Format and Digital Printing Services Inc. Date: **MAR 12 2024**  
Address: Unit A3 Ricsons Place Atherton Cor. Adrian St. North Fairview Park, Quezon City Mode of Procurement: NP - Small Value Procurement  
TIN: 009-582-691-000

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  
Delivery Term:  
**- Sample Proof of the Merchandise (Mock up of the actual item):** Mock-up should be sent to ACTS-CDD within fifteen (15) calendar days from the receipt of Notice to Proceed for ACTS-CDD's approval prior to production  
**- Supply and Delivery of Roll-up Banner/Stand-up Tarpaulin:** Within forty-five (45) calendar days from the approval of the mock-up of the actual item  
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.

Stock No.	Unit	Item and Description / Specification	Total Quantity	Unit Cost	AMOUNT
	pieces	<b>Roll-up Banner/Stand-up Tarpaulin</b> - High-end roll-up banner - Size: 2.75 x 6.5 ft. - Full colored printing  <i>-Nothing Follows-</i>	2	<b>P2,450.00</b>	<b>P4,900.00</b>

(Total Amount In Words) **P4,900.00**  
Four Thousand Nine Hundred Pesos Only

"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%) **of the cost of the delayed goods** for every day of delay shall be imposed."

Very truly yours,

Conforme:   
Signature over Printed Name of Supplier  
Date: 4/25/24

  
**RAMON VICENTE B. ASUNCION**  
Director IV, Administrative Service  
Authorized Official

Funds Availability Certified by:   
**JEFFREY DM. GALARPE**  
Chief Accountant - Finance Service

OS No : 0210 11012024 -03-491  
Amount : P4,900-  
Date : 03/05/24

**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



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

**NOTICE TO PROCEED**

**MAR 12 2024**

**Ms. Cyril Gutierrez**

Full Colours Large Format and Digital Printing Services Inc.  
Unit A3 Ricsons Place Atherton Cor. Adrian St.,  
North Fairview Park, Quezon City

Dear **Ms. Gutierrez,**

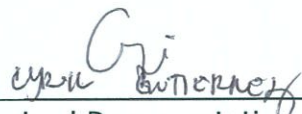
Per attached Purchase Order No. 2024-018, we hereby notify you that your office may proceed with the delivery of the project, "**Supply and Delivery of Roll-up Banner/Stand-up Tarpaulin**" upon receipt and acceptance of this Notice.

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.

Very truly yours,

  
**RAMON VICENTE B. ASUNCION**  
Director IV, Administrative Service

Conforme:

  
\_\_\_\_\_  
Authorized Representative  
Full Colours Large Format and Digital Printing Services Inc.  
Date: 4/25/24



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

**NOTICE OF AWARD**

**MAR 12 2024**

**Ms. Cyril Gutierrez**

Full Colours Large Format and Digital Printing Services Inc.  
Unit A3 Ricsons Place Atherton Cor. Adrian St.,  
North Fairview Park, Quezon City

Dear **Ms. Gutierrez,**

We are pleased to inform you that the Project, "**Supply and Delivery of Roll-up Banner/Stand-up Tarpaulin**" is hereby awarded to your company in the amount of Four Thousand Nine Hundred Pesos Only (Php4,900.00).

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,

  
**RAMON VICENTE B. ASUNCION**  
Director IV, Administrative Service

Conforme:

  
\_\_\_\_\_  
Cyril Gutierrez  
Authorized Representative,  
Full Colours Large Format and Digital Printing Services Inc.

Date: 4/25/24