



Republic of the Philippines
DEPARTMENT OF BUDGET AND MANAGEMENT

Malacañang, Manila

Telephone Nos. 7354902 * 7351957

PURCHASE ORDER NO. 2013-029 *101-2013-2-71*

Supplier: <u>Files Systems Manufacturing & Supply Corp.</u>	Date: February 18, 2013
Address: <u>59 20th Avenue, Murphy, Cubao; Quezon City</u>	Mode of Procurement: Shopping
TIN:	

Gentlemen:

Please deliver the article(s) product(s)/supplies/materials listed below priced in accordance with your Quotation dated February 15, 2013, subject to the Terms and Conditions enumerated at the back hereof:

Place of Delivery: DBM Mabini Hall	Delivery Term: 30 days
Date of Delivery: 30 days	Payment Term: Upon completion of delivery & acceptance

Stock No.	Unit	Item and Description /Specification	Quantity	Unit Cost	AMOUNT
	pcs	Documentary Box size 5" x 10-1/2" x 15-3/4" 15 pcs - red 20 pcs - royal blue 15 pcs - dark green	50	191.20	9,560.00

(Total Amount In Words) Nine Thousand Five Hundred Sixty Pesos	9,560.00
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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.

Very truly yours,

Conforme:

RENATE D. ORQUITA

Signature over Printed Name of Supplier

Date *3/6/13*

MAYOR
ATTY. SOFIA C. YANTO
Director, Administrative Service
Authorized Official
(Representing End User) *[Signature]*

Funds Availability Certified by:	OS No : <u>2013-2-223</u>
<i>[Signature]</i> ESPERANZA Q. IGNACIO Chief Accountant	Amount : <u>P9,560.00</u>
	Date : <u>2/28/2013</u>

Distribution of Copies:
 / / Original copy for the Supplier's Conforme
 / / Agency's Central Supply and Property Section for file
 / / COA Auditor