



**RECEIVED**  
OCT 24 2013

Republic of the Philippines  
**DEPARTMENT OF BUDGET AND MANAGEMENT**  
Malacañang, Manila  
Telephone Nos. 7354902 \* 7351957

BY: \_\_\_\_\_  
Accounting Division, FMS

**PURCHASE ORDER NO. 2013-179** / 101-2013-10-530

Supplier: <b>Grafixsafe Printing, Inc.</b>	Date: October 25, 2013
Address: 308 Dansalan St., Barangka Ilaya, Mandaluyong City	Mode of Procurement: Small Value
TIN:	

Gentlemen:  
Please deliver the article(s) product(s)/supplies/materials listed below priced in accordance with your Quotation dated October 22, 2013, subject to the Terms and Conditions enumerated at the back hereof:

Place of Delivery: DBM Bldg. III	Delivery Term: Fifteen (15) working days
Date of Delivery: Fifteen (15) working days upon receipt of P.O.	Payment Term: Upon complete delivery and acceptance

Stock No.	Unit	Item and Description /Specification	Quantity	Unit Cost	AMOUNT
		Supply and Installation of Brass Signage, 2mm cut-out letter, walnut (darl brown) Finish, wooden base <b>CENTRAL RECORDS DIVISION</b> Dimension : 3/8" thick, 4" x 50"	1 pc.	2,970.00	7,700.00
		<b>RECEIVING</b>	1 pc.	1,215.00	
		<b>RELEASING</b>	1 pc.	1,215.00	
		<b>ARCHIVING</b>	1 pc.	1,350.00	
		<b>CASHIER</b> Dimension : 3/8" thick, 4" x 20"	1 pc.	950.00	

**(Total Amount in Words)**  
**Seven Thousand Seven Hundred Pesos** 7,700.00

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: \_\_\_\_\_  
**GIRLIE B. SILAN**  
 Signature over Printed Name of Supplier  
**Oct. 30, 2013**  
 Date

Very truly yours,  
**ATTY. SOFIA L. YANTO**  
 Director Administrative Service  
 Authorized Official  
 (Representing End User)

Funds Availability Certified by: <b>ESPERANZA Q. IGNACIO</b> Chief Accountant	OS No : 2013-10-12910 Amount : ₱ 7,700.00 Date : 10/29/13
---	---

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

CJef  
NOV 11 2013