### REPUBLIC OF THE PHILIPPINES

#### DEPARTMENT OF BUDGET AND MANAGEMENT

GENERAL SOLANO STREET, SAN MIGUEL, MANILA Trunkline: 8657-3300 loc 3115

|   |  | PURCHASE O  | <u>RDER N</u> O         | . 2019-174                  |                         |            |
|---|--|---|-------------------------|-----------------------------|-------------------------|------------|
| Supplier: VJ GRAPHIC ARTS, INC.  Address: 111 Panay Avenue, Quezon City   |  | VJ GRAPHIC ARTS, INC.   | Date: December 20, 2019 |                             |                         |            |
|   |  | Mode of Procurement:Small Value Procurement                               |                         |                             |                         |            |
| . 100,000   |  | and treme, Queson City  |                         |                             |                         |            |
| TIN:  |  |   |                         |                             |                         |            |
| Gentlemen   | 1:   |   |                         |                             |                         |            |
| j   |  | Please deliver the article(s) product(s)/supplies/materials ii            | sted below price        | ed in accordance with your  | 7                       |            |
|   |  | to the Terms and Conditions enumerated at the back hereof:                | I                       |                             |                         |            |
|   | livery: DBM Bu   | aliding III  0) working days after the approval of printer's proof/sample |                         | Ten (10) working days after | **                      | of/sample  |
| Date of De  | invery. Tell (1  | o) working days after the approval of printer's proof/sample              | Payment term:           | Upon completion of delivery | and acceptance          |            |
| Stock   |  | -   |                         |                             |                         |            |
| No.   | Unit   | Item and Description /Specification                                       |                         | Quantity                    | Unit Cost               | Amount     |
|   |  |   |                         |                             |                         |            |
| pcs   |  | Printing of the 2018 People's Implemented Budget                          |                         |                             |                         |            |
|   |  |   |                         | 2,000                       | 14.00                   | P28,000.00 |
|   |  | Specifications:   |                         |                             |                         |            |
|   |  | Canaly C3C 120 (bash anyon and finally anyon                              |                         |                             |                         |            |
|   | Stock: C2S 120 (both cover and inside pages) Size: 8.5in x 11in  |   |                         |                             |                         |            |
|   | Colors: 4/4 (4 colors, 2-side printing)  |   |                         |                             |                         |            |
|   | Process: Offset  |   |                         |                             |                         |            |
|   | Bind: Saddlestitch  No. of Pages: 8 (including cover and back cover)  Quantity: 2,000 pcs.                     |   |                         |                             |                         |            |
|   |  |   |                         |                             |                         |            |
|   |  |   |                         |                             |                         |            |
|   |  |   |                         |                             |                         |            |
|   |  | Schedule of Requirements:   |                         | 1                           |                         |            |
|   |  |   |                         |                             |                         |            |
|   | Submission of Printer's Proof/Sample : Within two (2) working days upon receipt of digital 1 from DBM End-user |   | E1.                     |                             |                         |            |
|   |  |   | nie                     |                             | İ                       |            |
|   |  | NOM BUT END OSE.  |                         |                             |                         |            |
| Ì   | Full Delivery  |   |                         |                             |                         |            |
|   | : Within ten (10) working days after the approval of prin-   |   | printer's               |                             |                         |            |
|   |  | proof/ sample   |                         |                             |                         |            |
| ļ   |  |   |                         |                             | }                       |            |
|   |  |   | ( - x - x -             |                             |                         |            |
| (Total Amount In Words) P28,000.00  |  |   |                         |                             |                         |            |
| Twenty Eight Thousand Pesos only In case of failure to make the full delivery within the time specified soove, a penalty of one-tenth (1/10) of one percent (1%) for every day of delay shall be imposed. |  |   |                         |                             |                         |            |
|   |  |   |                         |                             |                         |            |
| Very truly yours.   |  |   |                         |                             |                         |            |
| Conforme: THEA MARIE CORINY P. PALARCA  |  |   |                         |                             |                         |            |
| DENFIOTE 4 (CAUTA SU) VIL. Director IV. Administrative Service &  |  |   |                         |                             |                         | ervice 💭   |
| Signature overPrinted Name of Supplier Authorized Official (Representing End User)  |  |   |                         |                             |                         |            |
|   |  | Date  |                         |                             | (Kepresenting Lad Oser) | Ī          |
| Funds Availability Certified by: 0S No: 02/01/01/2019-12-3031   |  |   |                         |                             |                         |            |
| JEFFREY IN SALARPE D  |  |   |                         | <u> </u>                    | 2/10                    |            |
|   |  | OlC - Accounting Division   | Date:                   |                             | 7 114                   |            |
| Distribution of Copies:   |  |   |                         |                             |                         |            |
|   | py for the Supplie<br>cutral Supply and  | r's Conforme<br>Property Section for the                                  |                         |                             |                         |            |
| //COA Audit   |  | respect, execute the wie  |                         |                             |                         |            |
|   |  |   |                         |                             |                         |            |



# REPUBLIC OF THE PHILIPPINES DEPARTMENT OF BUDGET AND MANAGEMENT

GENERAL SOLANO STREET, SAN MIGUEL, MANILA

#### NOTICE OF AWARD

December 20, 2019

#### PERCIVAL DATU

VJ Graphic Arts, Inc. 111 Panay Avenue Quezon City

Dear Mr. Datu:

We are pleased to inform you that the project " Printing of the 2018 People's Implemented Budget ", is hereby awarded to your company in the amount of Twenty Eight Thousand Pesos only (Php 28,000.00).

Based on evaluation of your submitted documents, the Administrative Service finds your submission as the lowest calculated and responsive quotation for the said project.

Thank you very much.

Very truly yours,



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

#### NOTICE TO PROCEED

December 20, 2019

PERCIVAL DATU

VJ Graphic Arts, Inc. 111 Panay Avenue Quezon City

Dear Mr. Datu:

Per attached Purchase Order No. 2019-174, we hereby notify you that your Office may proceed with the delivery of the project "Printing of the 2018 People's Implemented Budget", upon receipt and acceptance of this Notice.

In this regard, your Office shall coordinate with our Procurement Management Division to ensure compliance with the item/service specification, and the terms stated at the back of the Purchase Order.

Thank you very much.

Very truly yours,

Director IV, Administrative Service