



# PURCHASE ORDER

## CITY GOVERNMENT OF PASIG

Agency Name

Supplier : **INNOVATION PRINTSHOPPE, INC**  
Address : 2224-2225 Concha Street, San Andres Bukid, Sta. Ana, 087, Brgy. 801, Manila

P.O. No. : 22-11-2112  
Date : 11 November 2022  
Mode of Procurement: SMALL VALUE PROCUREMENT

Gentlemen:  
Please furnish this office the following articles subject to the terms and conditions contained herein:

Place of Delivery : Central Supply Office Delivery Term : 15 Calendar Days  
Date of Delivery : \_\_\_\_\_ Payment Term : within 45 days upon completion of delivery

ITEM NO.	UNIT	QTY	DESCRIPTION	UNIT COST	AMOUNT
1	COPIES	20,000	Newsletter, NOT APPLICABLE Size A4 (folded), A3 (spread) 16.54" x 11.69" folded to 8.27"x 11.69" Materials: C2S 120gsm Colors : Cover four colors 2 sides ( both side ) Inside : four colors ( both side ) Binding : Saddle Stitched Pages : 12 pages Digital Printing file Supplied ***** Nothing Follows *****	11.40	228,000.00

For the use of Public Information Office for the use of Public Information Office

Control No. **4011** GRAND TOTAL : **Php 228,000.00**

Total Amount in Words Two Hundred Twenty-eight Thousand Pesos Only.

In case of the failure to make the full delivery within the time specified above, a penalty of one tenth (1/10) of one (1) percent for every day of delay shall be imposed as provided for by the, 2016 IRR of RA 9184.

Conforme :   
YVES KENNETH P. MALLARI  
(Signature over printed name of Supplier)  
Nov 29, 2022  
Date

Very truly yours,  
  
VICTOR MA. REGIS N. SOTTO  
(Authorized Official)  
City Mayor

Requisitioning Office/Dept. :   
RON CHRISTIAN S. ANGELES  
(Authorized Official)

Funds Available :   
JUVY A. CUENCO  
Chief Accountant

Amount : 228,000.-  
OBR No. : 100-2022-10-  
0059-1121