



PURCHASE ORDER

CITY GOVERNMENT OF PASIG

Agency Name

Supplier : NATIONAL PRINTING OFFICE
 Address : EDSA corner National Printing Road, Diliman, Quezon City

P.O. No. : 23-02-0019
 Date : 13 February 2023
 Mode of Procurement: GOVERNMENT TO GOVERNMENT

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

Place of Delivery : Central Supply Office Delivery Term : 7 Calendar Days
 Date of Delivery : _____ Payment Term : within 45 days upon completion of delivery

ITEM NO.	UNIT	QTY	DESCRIPTION	UNIT COST	AMOUNT
1	BOXES	200	Mayors Permit - Tax Order of Payment -9.5x13 inches 4 ply Carbonless paper (white,yellow,blue,green) Full color print with black penetrating migrating red security for numbering in boxes of continous forms Pre numbered 500 sets per box	12,200.00	2,440,000.00
2	PADS	500	Mayor's Permit New/Renewal Business Permit Size: 8.5 x 13" x 2 ply full colors non carbon color white 50 sets per pad padded with front and back cover imported book paper #70 front back kraft paper back chip board thick paper (85 gsm)	1,020.00	510,000.00
3	PADS	400	Unified Application for New/Renewal Business Permit Size 8.5x21 3ply full colors non carbon (white, yellow, blue) Full colors printed on imported paper 50 sets per pad carbonless paper with printed control numbers	1,180.00	472,000.00
4	PADS	300	APPLICATION FORM OCCUPATIONAL PERMIT 2 plyx50 sets / pads printed on imported paper carbonless paper 8.5x7.5	665.00	199,500.00

Control No. **4224** SUBTOTAL : **Php 3,621,500.00**

Total Amount in Words *Three Million Six Hundred Twenty-one Thousand Five Hundred 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.

Very truly yours,

Conforme :

CARLOS A. BATHAN
 DIRECTOR IV

(Signature over printed name of Supplier)

Date

VICTOR MA. REGIS N. SOTTO

(Authorized Official)

City Mayor

Requisitioning Office/Dept. :

MELANIE B. DE MESA
 (Authorized Official)

Funds Available :

JUVY A. CUENCO
 Chief Accountant

Amount : _____
 OBR No. : _____



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ITEM NO.	UNIT	QTY	DESCRIPTION	UNIT COST	AMOUNT
5	BOXES	28	occupational/mayor's permit form 2ply x 500sets per box printed on imported paper full color carbonless paper size 8.5x13 continous form	4,900.00	137,200.00
6	PADS	500	Inspection Report Size: 8.5 x 13" 2ply x 50 sets / pad printed on imported Carbonless paper pre numbered 70gsm ***** Nothing Follows *****	670.00	335,000.00

for the used of BPLD for the use of Business Permit and License Office

Control No. **4224** **GRAND TOTAL : Php 4,093,700.00**

Total Amount in Words *Four Million Ninety-three Thousand Seven Hundred 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.

Very truly yours,

Conforme :

CARLOS A. BATHAN
 DIRECTOR IV

(Signature over printed name of Supplier)

Date

VICTOR MA. REGIS N. SOTTO
 (Authorized Official)

City Mayor

Requisitioning Office/Dept. :

MELANIE B. DE MESA
 (Authorized Official)

Funds Available :

JUVY A. CUENCO
 Chief Accountant

Amount : ₱ 4,093,700.00
 OBR No. : 106-2023-02-
0009-1015