



PURCHASE ORDER

CITY GOVERNMENT OF PASIG

Agency Name

Supplier : OMEL PRINTING PRESS
 Address : 30-A E. Mendoza St., Buting, Pasig City

P.O. No. : 23-08-0521
 Date : 08/11/2023
 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 : 30 Calendar days
 Date of Delivery : _____ Payment Term : within 45 days upon completion of delivery

ITEM NO.	UNIT	QTY	DESCRIPTION	UNIT COST	AMOUNT
1	PCS	2,500	ID Cards, OMEL PRINTING PRESS Approximate Size & gsm : Length : 3.5 inches Width: 2.5 inches 300 gsm with Print Texture : Matte (Front & Back)	4.80	12,000.00
2	PCS	2,500	Purchase Booklet for Medicines, OMEL PRINTING PRESS Approximate Size & gsm :(Closed) Length : 4.25 inches (Open & closed) width : 3.5 inches (open) length : 8.5 inches cover gsm :250 gsm inside gsm : 90 gsm 50 Leaves Texture : Matte (Front & Back) with print	16.00	40,000.00
3	PCS	2,500	booklet for commodities, OMEL PRINTING PRESS Approximate Size& gsm :(Closed) Length : 4.25 inches (Open & closed) width : 3.5 inches (open) length : 8.5 inches cover gsm :250 gsm inside gsm : 90 gsm 50 Leaves Texture : Matte (Front & Back) with print	16.00	40,000.00

Control No. **4758** SUBTOTAL : **Php 92,000.00**

Total Amount in Words Ninety-two 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.

Very truly yours,

Conforme :

MELODY B. ROMERO

(Signature over printed name of Supplier)

Date

VICTOR MA REGIS N. SOTTO
 (Authorized Official)

City Mayor

Requisitioning Office/Dept. :

HELEN G. CARMONA
 (Authorized Official)

Funds Available :

JUVY A. CUENCO
 Chief Accountant

Amount : ₱ 146,650.00

OBR No. : 100-2023-03
0611-7612



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ITEM NO.	UNIT	QTY	DESCRIPTION	UNIT COST	AMOUNT
4	PCS	2,500	booklet for movies, OMEL PRINTING PRESS Approximate Size & gsm :(Closed) Length : 4.25 inches (Open & closed) width : 3.5 inches (open) length : 8.5 inches cover gsm :250 gsm inside gsm : 90 gsm 50 Leaves Texture : Matte (Front & Back) with print	16.00	40,000.00
5	PCS	200	Notebook, OMEL PRINTING PRESS Notebook With Spring Any Plain Colors : Front & Back 80 leaves cover gsm : 110 gsm inside gsm :90 gsm Approximate Size: Length: 5 inches - 6 inches Width: 8 inches - 8.5 inches	35.00	7,000.00
6	BOXES	10	Ballpen, HBW Black Gel Pen Ballpen nip or pen tip ranges from 0.18mm - 0.5mm 12 Pcs per box	65.00	650.00
7	PACKS	20	Parchment paper, ELIT A4 size 10 sheets per pack Approximate gsm : 60 gsm	50.00	1,000.00

Control No. **4758** SUBTOTAL : **Php 140,650.00**

Total Amount in Words One Hundred Forty Thousand Six Hundred Fifty 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.

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