



PURCHASE ORDER
CITY GOVERNMENT OF PASIG

Agency Name



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

P.O. No. : 23-10-0668
Date : 10/04/2023
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
Date of Delivery :

Delivery Term : 30 Calendar Days
Payment Term : within 45 days upon completion of delivery

ITEM NO.	UNIT	QTY	DESCRIPTION	UNIT COST	AMOUNT
1	PADS	8,000	Accountable Forms #51 Size: 4" x 8" 1/2 Materials: imported carbonless paper (White, Pink & Green) Color: Full color Agency logo and RP seal (original copy only) Security Features: Invisible watermarks, microtext; black penetrating; migrating red security for numbering; Pre-numbered Construction: 50 sets/pad; 3 ply; stapled w/ front and back cover; front- brown kraft paper back- chip board no.120	279.00	2,232,000.00
2	PADS	500	Tax Order of Payment (License) Tax Order of Payment - Transfer Tax and License Size: 9 x 6 inches Color: One Color printing Paper: Carbonized Quantity: quadruple - 500 pads Others: with numbering	799.00	399,500.00
3	PADS	1,300	Accountable Forms #56 Size: 4 1/2" x 10 1/2" Material: imported carbonless paper Color: full color printing; (original copy only) Security features: invisible watermarks, microtext, black penetrating migrating red security; pre-numbered Construction: 50 sets/pad, 3 ply; stapled w/ front and back cover, front-brown kraft paper back-chip board no.120	315.00	409,500.00
4	BOOKS	100	Accountable Forms #131 Accountable Forms #131 (Accounting Form)	287.50	28,750.00

Control No. 4909

SUBTOTAL : Php 3,069,750.00

Total Amount in Words Three Million Sixty-nine Thousand Seven 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.

Conforme :

ROXANNE C. IGLESIA
DIRECTOR III

RENATO P. ACOSTA

(Signature over printed name of Supplier)

10/26/2023

Date

Very truly yours,

VICTOR MA REGIS N. SOTTO
(Authorized Official)

City Mayor

Requisitioning Office/Dept. :

MARITA A. CALAJE
(Authorized Official)

Funds Available :

JUVY A. CUENCO
Chief Accountant

Amount : ₱ 3,098,500.00

OBR No. : 106-2023-08
0228-1091

