

For Posting

DEPARTMENT OF TRANSPORTATION AND COMMUNICATION
Columbia Tower, Ortigas Ave., Mandaluyong City

PURCHASE ORDER

Date Prepared: 25 October 2013 : Control No: DOTC-2013- 10-76
Purchasing Office: DOTC-PSPMS : Basis of Purchase: ABC, Quotations, SSVPC Report
: Bac Resolution No. S-GS-AMP-2013- 179
: Authority: Pursuant to the provision of Section 53.9 of the IRR of R.A. 9184. Small Value Procurement
(Name of Contractors/ Supplier & Address) : TERMS: Complete delivery within ten (15)
PENALTY: One-tenth of one percent of the : working days from date of receipt of P.O.
total amount of this purchase order for :
each day of delay : F.O.B. METRO MANILA

ITEM No.	QTY.	UNIT	DESCRIPTION OF MERCHANDISE OR ARTICLE	UNIT PRICE	TOTAL AMOUNT
1	3	ea	Columnar Notebook, 18 columns	40.00	120.00
2	25	rms	Mimeo Paper short, White wove 70 gsm	113.00	2,825.00
3	150	rms	B-Board Short, short, per sample	141.00	21,150.00
4	1000	pcs	Documentary Envelope short, per sample	1.15	1,150.00
5	500	pcs	Folder Morocco short, per sample	5.20	2,600.00
6	500	pcs	Folder Tagboard short, per sample	2.50	1,250.00
7	20	rl	Cloth Tape 1"	71.00	1,420.00
8	200	pack	Post it Sign here	106.80	21,360.00
9	600	pcs	Ballpen Black preferably Pilot	19.00	11,400.00
10	360	pcs	Ballpen Blue, preferably Pilot	19.00	6,840.00
11	48	pcs	Ballpen Red preferably Pilot	19.00	912.00
12	15	bx	Transparency Film A4, regular	214.00	3,210.00
13	20	pcs	Desk Tray	170.00	3,400.00
				TOTAL	77,637.00

RECOMMENDING APPROVAL:

Camille R. Alcaraz
ATTY. CAMILLE R. ALCARAZ-CAMPOS
Assistant Secretary for Procurement

APPROVED:
Catherine P. Gonzales
ATTY. CATHERINE P. GONZALES
Undersecretary For Administration and Procurement

I hereby certify that the amount of P 77,637.00 is available for the purchase of supplies/materials/equipment chargeable against:
COR (M 000) 17.11.02408 (A.18141) 705 - 76097.97
(A.18151) 705 - 1594.69

Edna C. Tapar
EDNA C. TAPAR
Chief, Accounting Division
2013/10/25

Received Purchase Order (PO). Contractor/ Supplier bound itself/himself to the terms and condition stipulated therein and in other related documents : THIS IS AN IMPORTANT DOCUMENT. ITS LOSS WILL CAUSE GREAT INCONVENIENCE.

Nancy Gerbolino
BAN BEE COMMERCIAL CO., INC.
(Contractor/Supplier)
Date: 10-26-13