

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

PURCHASE ORDER

Date Prepared: 03 December 2014 : Control No: DOTC-2014-12-108

Purchasing Office: DOTC : Basis of Purchase ABC, Quotations, SSVPC
: Negotiating Committee Report
: BAC Resolution No. S-GS-AMP-2014-229

TO: MCSA MARKETING : Authority: Pursuant to the provision of
446 San Fernando Street, Binondo, Manila : Section 53.9 of the IRR of R.A. 9184
Small Value Procurement

(Name of Contractors/ Supplier & Address) : TERMS: Complete delivery within Ten (10)
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	50	reams	Copy paper A3 size, 70 gsm	288.00	14,400.00
2	600	pcs	Tracing paper 216 x 30, 60/65 pre-cut	14.55	8,730.00
3	30	packs	Clear plastic cover A4	370.00	11,100.00
4	50	reams	B-board, legal size	260.00	13,000.00
5	50	reams	B-board, A4	250.00	12,500.00
6	40	rolls	Tape cloth 1 1/2"	142.50	5,700.00
7	40	rolls	Tape cloth 1"	95.00	3,800.00
8	40	rolls	Tape cloth 2"	190.00	7,600.00
9	50	packs	Post-it flag, "Sign Here"	117.55	5,877.50
10	300	pcs	Ballpen black	4.60	1,380.00
11	216	pcs	Ballpen blue	4.60	993.60
12	48	pcs	Ballpen red	4.60	220.80
13	100	bottles	Paste, solid in jar	26.00	2,600.00

With minimum warranty period of three (3) months which shall commence after the date of acceptance.

For the use of the Offices of the Project Management Service and the Supply Division.

DOTC
OFFICE OF THE AUDITOR

RECEIVED

BY: *[Signature]* DATE: 1/13/15

TOTAL 87,901.90

RECOMMENDING APPROVAL:

[Signature]
ATTY. CAMILLE R. ALCARAZ
Assistant Secretary for Procurement

I hereby certify that the amount of P is available for the purchase of supplies/materials/equip-

APPROVED:

ATTY. CATHERINE P. GONZALES
Undersecretary for Administration and Procurement

EDNA C. TAPAR
Chief, Accounting Division

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

[Signature]
MCSA MARKETING

(Contractor/Supplier)

Date: 1/13/15