

**Office of the Vice President
of the Philippines**

**PURCHASE ORDER
OFFICE OF THE VICE PRESIDENT**

7th Floor Ben-Lor Bldg., Quezon Ave, Quezon City

Supplier ST. GIRARD PRINTERS, INC.		P.O. No. 06-215-21			
		Date June 01, 2021			
Address 33 Presidents' Avenue, BF Homes, Paranaque City		Mode of Procurement: Negotiated Procurement - Small Value Procurement			
TIN:					
Gentlemen: Please furnish this office the following articles subject to the terms and conditions contained herein:					
Place of Delivery: 7th Floor Ben-Lor Bldg., 1184 Quezon Avenue, QC		Delivery Term: Pls. see attached technical specifications			
Date of Delivery:		Payment Term: 15 - 30 days upon receipt of delivery and complete documents			
Stock No.	Unit	Qty	Description	Unit Cost	Amount
			Supply and Delivery of Brown Envelope with Logo		
	pc	10,000	Brown Envelope with Logo 9 in (H) x 12 in (W)	3.90	39,000.00
	pc	10,000	Brown Envelope with Logo 10 in (H) x 15 in (W)	5.00	50,000.00
Submitted Technical Specification and Price Quotation shall form part of the Purchase Order ** nothing follows**					
Total Amount in Words: Eighty Nine Thousand Pesos Only					89,000.00
In case of failure to make the full delivery within the time specified above, a penalty of one tenth of one percent (0.001) of the cost of the unperformed/undelivered portion for every day of delay shall be imposed.					
Very truly yours,					
SIGNATURE REDACTED					
AMVYB. YEKE OIC, General Services Division (Authorized Official)					
SIGNATURE REDACTED					
Conforme: <u>MA M. YEKE</u>					
(Signature over printed name of Supplier)					
<u>6-7-21</u> Date					
Funds Available			OBR No: <u>02-10101-2021-16-04004</u>		
			Amount: <u>₱ 89,000.00</u>		
JULIETA L. VILADELREY Chief Accountant (A)					