



PURCHASE ORDER
IBP Road, Constitution Hills, Quezon City

Supplier	CONCEPT AND INFORMATION GROUP, INC.	PO No.	2021-12-0078
Address	3450 Florida St., Palanan, Makati City	Date	December 17, 2021
Tel. No.	8551-5148	PhilGEPS No.	20170217825563083260
TIN	005-339-109-000	Mode of Procurement	NP-SVP

Gentlemen:

Please furnish this office the following articles subject to the terms and conditions contained herein:

Place of Delivery	Civil Service Commission, Constitution Hills, Quezon City - OFAM at Lower Ground Floor	Delivery Term	Seven (7) working days upon receipt of Purchase Order
Date of Delivery		Payment Term	within 15-30 days upon complete submission of supporting documents.

Stock / Property No.	Unit	Description	Quantity	Unit Amount	Amount
1	lot	Publication of CSC Resolution No. 2100915 dated November 19, 2021 Specifications: Ad size: 3 x 24.5 cms Ad Type/Location: Classified Frequency: Once xxxx-Nothing Follows-xxx PR No. 2021-11-0448 (HRPSO)	1	4,116.00	4,116.00

Total Amount in Words	<i>Four Thousand One Hundred Sixteen Pesos Only</i>	₱4,116.00
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At least equal to one-tenth of one percent (0.001) of the cost of the unperformed portion for everyday of delay. Once the cumulative amount of liquidated damages reaches 10 percent (10%) of the amount of the contract, the Procuring Entity may rescind or terminate the contract, without prejudice to other causes of action and remedies available under the circumstances.

The supplier/service provider is required to submit the billing statement within five (5) working days after the conduct of the activity.

Conforme:

Very truly yours,

GERALDINE DATOY

MARIA VICTORIA M. SALAZAR

Signature Over Printed Name of Supplier

Signature over Printed Name of Authorized Official

DECEMBER 20, 2021

Acting Director IV, OFAM

Date

Designation

Fund Cluster _____
Funds Available _____

ORS/BURS No. _____
Date of the ORS/BURS: _____
Amount **₱4,116.00**

ESCARLET G. CONDE

Signature Over Printed Name of Chief Accountant/
Head of Accounting Division/Unit

Bawat Kawani, Lingkod Bayani