

**PURCHASE ORDER**  
IBP Road, Constitution Hills, Quezon City

Supplier	WESTPOINT INDUSTRIAL SALES CO., INC.	PO No.	2020-12-0082
Address	1 Col. San Miguel St., Brgy. Batis San Juan, Metro Manila	Date	December 29, 2020
Tel. No.	8721-2033	PhilGEPS No.	2002-5135
TIN	003-873-536-000	Mode of Procurement	NP - Small Value Procurement

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	Thirty-Forty Five (30-45) calendar days upon receipt of Purchase Order
Date of Delivery		Payment Term	within 15-30 days upon complete submission of supporting documents.

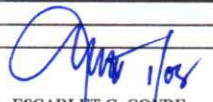
Stock / Property No.	Unit	Description	Quantity	Unit Amount	Amount
1	lot	<b>Supply, Delivery and Installation of Steel Rack</b>  <b>Cashier Filing Room:</b> 4 Units H 84" x L 39" x D 16" - 6 layers 2 Units H 84" x L 45" x D 16" - 6 layers  <b>Accounting Filing Room:</b> 8 Units H 84" x L 36" x D 16" - 6 layers 2 Units H 84" x L 30" x D 16" - 6 layers 1 Unit H 84" x L 39" x D 16" - 6 layers  <b>Welfare Fund Filing Room:</b> 20 Units H 84" x L 36" x D 16" - 7 layers xxxxx-Nothing Follows-xxxx  PR No. 2020-12-0639 (OFAM)	1	298,295.00	298,295.00

Total Amount in Words	<i>Two Hundred Ninety Eight Thousand Two Hundred Ninety Five Pesos Only</i>	₱298,295.00
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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:  Signature Over Printed Name of Supplier 2-3-21 Date	Very truly yours,  ALICIA dela ROSA-BALA Signature over Printed Name of Authorized Official Chairperson Designation
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Fund Cluster _____ Funds Available _____  ESCARLET G. CONDE Signature Over Printed Name of Chief Accountant/ Head of Accounting Division/Unit	ORS/BURS No. _____ Date of the ORS/BURS: _____ Amount _____ ₱298,295.00
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