

PURCHASE ORDER
IBP Road, Constitution Hills, Quezon City

| | | | |
|----------|---------------------------------|---------------------|------------------------------|
| Supplier | LJB PRINTING SERVICES | PO No. | 2021-04-0025 |
| Address | 39B Mapagmahal St., Quezon City | Date | April 30, 2021 |
| Tel. No. | 8400-6585 | PhilGEPS No. | 2005-18743 |
| TIN | 137-102-154-000 | 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 | 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 | <p>Printing of Civil Service Reporter Magazine</p> <p>Specification: Size: 7-13/16" (7.8125) x 10-7/16" (10.4375) folded : 15-5/8" (15.625) x 10-7/16" (10.4375) spread Color: Full Color Stock: Cover - Matte finish (120 gsm / 80 lb.) : Inside pages - Matte #70 Quantity: 4,150 pieces per quarter or 16,600 for four quarters No. of page: 52 pages including cover Binding: Saddle Stitch Packaging: Polywrap</p> <p>Notes:</p> <ol style="list-style-type: none"> 1. Proof should be delivered one (1) day after materials has been submitted to the printer 2. Delivery should be within SEVEN (7) GOVERNMENT DAYS upon approval 3. Materials should be packed by 50 pieces/pack 4. Materials should be compatibility with ADOBE CLOUD 5. Four color printing is a must <p>DELIVERY DEADLINES: April 15, 2021 (1st Quarter) June 30, 2021 (2nd Quarter) September 30, 2021 (3rd Quarter) December 30, 2021 (4th Quarter)</p> <p>xxxx-Nothing Follows-xxx PR No. 2021-03-0118 (PAIO)</p> | 1 | 29.00 | 481,400.00 |

Total Amount in Words

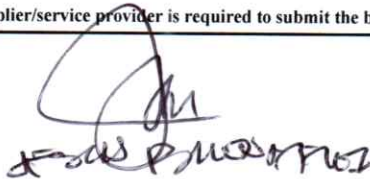
Four Hundred Eighty One Thousand Four Hundred Pesos Only

₱481,400.00

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

Date

Very truly yours,



ALICIA DELA ROSA-BALA

Signature over Printed Name of Authorized Official

Chairperson

Designation

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

₱481,400.00

Bawat Kawani, Lingkod Bayani