



PURCHASE ORDER
IBP Road, Constitution Hills, Quezon City

Supplier	BAN BEE COMMERCIAL CO., INC.	PO No.	2023-09-0099
Address	858 Claro M. Recto Aven., Binondo, Manila	Date	September 8, 2023
Tel. No.	7960-6354	PhilGEPS No.	2001-2154
TIN	001-609-075-000	Mode of Procurement	Shopping (B)

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	FOB Destination		
Date of Delivery	Seven (7) working days upon receipt of Purchase Order	Payment Term	within 15-30 days upon complete submission of supporting documents.		
Stock / Property No.	Unit	Description	Quantity	Unit Amount	Amount
1	pad	NOTE PAD, stick on, 2" x 3", 100 sheets per pad	183	17.00	3,111.00
2	pad	NOTE PAD, stick on, 3" x 3", 100 sheets per pad	174	22.00	3,828.00
3	ream	PAPER, MULTICOPY A4, 500 sheets per ream	942	184.00	173,328.00
4	ream	PAPER, MULTIPURPOSE A4, 500 sheets per ream xxxx-Nothing Follows-xxx	383	178.00	68,174.00
		PR No. 2023-08-1225 BAC Resolution No.: 2023-171			

Total Amount in Words *Two Hundred Forty-Eight Thousand Four Hundred Forty-One Pesos Only* **248,441.00**

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:

DOMINGO L. FURING

Signature Over Printed Name of Supplier
10-06-23
Date

Very truly yours,

ATTY. KARLO A. B. NOGRALES

Signature over Printed Name of Authorized Official
Chairperson
Designation

Fund Cluster
Funds Available 64 MOOE P248,441
JHUN HOWARD S. RUZDL, CPA
Signature Over Printed Name of Chief Accountant/
Head of Accounting Division/Unit

ORS/BURS No. _____
Date of the ORS/BURS: _____
Amount P248,441.00