



DEPARTMENT OF ENERGY

QUINTUPLICATE

Energy Center, Rizal Drive cor. 34th St., Bonifacio Global City, Taguig

PURCHASE ORDER

PR No 01-0101-2023-08-0403

Supplier : <u>RA SIASON CRAFTS</u>	P.O. No. : <u>2023-10-325</u>
Address : <u>110 Bolton Street, Davao City</u>	Date : <u>10/05/23</u>
TIN : _____	Mode of Procurement : <u>AMP-NP 53.9</u>

Gentlemen: MR. RICHARD SIASON Reso No. M340 s. 2023

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

Place of Delivery : <u>DEPARTMENT OF ENERGY - Mindanao Field Office, 3rd Floor Tolentino Bldg. Candelaria Ave., Davao City (T.R. Alingalan)</u>	Delivery Term : <u>within 30 days upon receipt of PO</u>
Date of Delivery : _____	Payment Term : <u>Payment will be process within 30 days upon completion of delivery of all items and services, submission of all required documents & issuance of certificate of acceptance from the end user. Payment is through Check subject to government budget account.</u>

Stock/Property No.	Unit	Description	Quantity	Unit Cost	Amount
		PROCUREMENT OF ACRYLIC PLAQUES			
	pcs	ACRYLIC PLAQUES a. Height: 8 inches b. Thickness: 3mm c. Base: 5mm	17	800.00	13,600.00
		Terms of Reference: a. The design lay-out will be provided by the end-user. b. Items shall be delivered according to the requirements specified in the Technical Specifications. c. Items found defective must be replaced by the winning bidder at no additional cost within seven (7) days. d. Bid price must be inclusive of all costs (insurance, freight, taxes, etc). e. Items shall be delivered to the Department of Energy-Mindanao Field Office located at 3rd Floor, Tolentino 2020 Building, Candelaria Avenue, Ecoland, Davao City.			
					13,600.00
				Less: 5% withholding tax	607.14
				1% EWT	121.43
				TOTAL	12,871.43

(Total Amount in Words) Twelve Thousand Eight Hundred Seventy-One Pesos and Forty-Three Centavos Only

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed on the underdelivered item/s.

This PO serves as the Notice to Proceed (NTP) when signed by the Supplier.

Conforme: _____ Very Truly yours: _____

Signature over Printed Name of Supplier Signature over Printed Name of Authorized Official

12.01.2023 NIL O. J. GEROCHE

Date cbc/TRA

Designation Director, MFO

Fund Cluster : _____	ORS/BURS No. : <u>02 15101-2023-11-07460</u>
Funds Available : _____	Date of the ORS/BURS: <u>NOV. 20, 2023</u>
Page 1 of 1 KBJS	Amount : <u>13,600.00</u>
Signature over Printed Name of Chief Accountant/Head of Accounting Division/Unit <u>HELEN C. ROLDAN</u>	