

PURCHASE ORDER
 DEPARTMENT OF SOCIAL WELFARE & DEVELOPMENT
 Batasan Pambansa Complex, Constitution Hills, Quezon City

519

Supplier	GEE-LINE TRADING	PO No.	2018-06-0509
Address	9 Tagumpay St., Gulod, Nova, Quezon City	Date	June 5, 2018
Tel. No.	899-5748, 283-7458, 09189447976	Mode of Procurement	NP-Small Value
PhilGEPS No.	2016-164555 ✓		
TIN:	115-773-834-000		

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


Place of Delivery:	DSWD-PS Warehouse, DSWD Central Office, IBP Road, Batasan Hills, Quezon City	Delivery Term:	within Seven (7) working days upon receipt of the P.O. ✓
Date of Delivery		Payment Term:	Fifteen (15) to Thirty (30) days upon final inspection and acceptance


Stock / Property No.	Unit	Description	Quantity	Unit Amount	Amount
1	piece	Whiteboard, Wall Type with Aluminum Frame, 152cm x 91cm or 5' x 3'	1	2,750.00	2,750.00 ✓
2	piece	Long Arm/Long Reach Stapler, Feeding Depth: 12-15, Stapling Capacity: 20-30 pages xxxxxxxx-Nothing Follows-xxxxxxxx	1	745.00	745.00 ✓


Charged to: GASS (HRDB) Fund
 PR No. 2018030866 ✓
 AOQ No. 18-0348 NP-SV ✓
 1st Quarter Supplies

(Total Amount in Words) **Three Thousand Four Hundred Ninety Five Pesos Only** ✓ P **3,495.00** ✓

In case of failure to make full delivery within the time specified above, the amount of the liquidated damages shall be at least equal to one-tenth of one percent (0.001) of the cost of the unperformed portion for every day of delay. Once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, the Procuring Entity may rescind or terminate the contract, without prejudice to other courses of action and remedies available under the circumstances.

Conforme:

EVANGELINE D. PELAGIO
 (Signature over printed name)
6/14/18
 Date

Very truly yours,

CESAR A. AQUINO
 OIC-Director, HRDS
 Agency Head/Authorized Representative

Fund Cluster: 10000-1-1
 Funds Available: P3,495-

JUBIE LEAH MAE S. COLES
 Signature over Printed Name of Chief Accountant/Head of Accounting Division/Unit

ORS/BURS No.: 02-10101-2018-06-06258
 Date of the ORS/BURS: 06-08-18
 Amount: P3,495-