

PURCHASE ORDER

2021 JUN 24 AM 10:35

Supplier: **INNOVATION PRINTSHOPPE, INC.**
 Address: 2224-2225 Concha Street, San Andres Bukid
 Sta. Ana, Manila
 TIN: 004-591-735-000
 Account No.: 0052-1272-54 Bank: Land Bank of the Phil.
 Telephone: 8561-4427/8563-1419 email: innoprint@gmail.com

P.O. # **021-06-078**
 Date: June 23, 2021
 Mode of Procurement: *MGM*
 Small Value Procurement 53.9

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

Place of Delivery: **OFFICE OF THE SOLICITOR GENERAL**
 Date of Delivery:

Delivery Term: w/in 30 days upon approval of layout
 Payment Term: w/in 30 days upon final inspection & acceptance
 (Bank to bank)

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
	pcs	Procurement of: Customized Index Card and Subsidiary Records D. J. Form No. A Size: (HxW); Estimated 260mm x 462mm Material: White Bristol Vellum Board Paper, 250-270 GSM Print: One Color (Black) Inclusion: Materials, Printing, and one (1) set of Digital Proofing	2000	Php 5.95	Php 11,900.00

Total Amount in Words: **Eleven Thousand Nine Hundred Pesos Only** **Php 11,900.00**

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.

Conforme: *[Signature]*
 (Signature overprinted name)
 6-29-21
 (Date)

Very truly yours,
RODRIGO L. OJENAL
 SAO, Administrative Division

EDITHA R. BUENDIA
 OIC-Director IV, HRMAS

Funds Available: *[Signature]*
 ALOBS: 02-101101-227-06-471
 Amount: ₱ 11,900.00
ARIEL J. UBIÑA
 Chief Accountant