

Republic of the Philippines  
**OFFICE OF THE SOLICITOR GENERAL**  
 134 Amorsolo St., Legaspi Village  
 Makati City

**PURCHASE ORDER**

Supplier: <b>FOURCODES I.T.SERVICES</b> (For the account of Diana Angela F. Dupo) Address: 3162 F. Roxas St. Brgy. 892 Santa Ana, Manila TIN: 284-579-214-000 Account No.: 3217-0449-43      Bank: LBP - Elliptical Road Branch Telephone: 0916-6431743	P.O. # <b>022-06-067</b> Date: June 7, 2022  Mode of Procurement: NP - Small Value
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Gentlemen:  
 Please furnish this Office the following articles subject to the terms and conditions contained herein:

Place of Delivery: <b>OFFICE OF THE SOLICITOR GENERAL</b> Date of Delivery:	Delivery Term: June 10, 2022 Payment Term: w/in 30 days upon final acceptance Bank to bank
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Stock No.	Unit	Description	Quantity	Unit Cost	Amount
	lot	<b>Rental of Standard 4 Shots Photobooth for the 2022 OSG MYAA/Anniversary Celebration</b>  Event Date: June 10, 2022; 3:00 pm - 9:00 pm Event Place: PICC Pasay Estimated No. of attendees: 850  Hours of operation: 1:30 - 3:00 & 5:30 - 8:00 pm (no photobooth during program) No. of photo sessions: Unlimited number of photo sessions Printout per photo: Magnetic printout per photo session printed in 4-R sized high quality photo paper; Customized layout with the event's theme; Quality printout at least 300ppi  Backdrop: Customized Tarpaulin or studio green/blue screen; up to 5 choices (Subject for approval of committee)  Camera to be used: DSLR Camera with Prime Lens (resolution at least 1280 x 720 pixels)  Monitor: IPS cinematic monitor (equipped with a Live View Screen with countdown Timer)  Onsite support staff: With 2 onsite staff for set-up, maintenance & operation  Provision of soft-copies of the photo sessions to the OSG: Soft copies must be saved in a flash drive & turned over to OSG MYAA Committee Authorized representative at the end of its operation time  Delivery & Installation of Photobooth: Be delivered & installed by 1:00 pm; Installation of set-ups be done before the actual start of the program	1	Php 10,000.00	Php 10,000.00

Total Amount in Words: **Ten Thousand Pesos Only** Php 10,000.00


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.

Very truly yours,

Conforme:   
 (Signature over printed name)  
**JUN 10 2022**  
 (Date)

  
**JESSICA L. CASTRO**  
 CAO, Administrative Division

  
**EDITHA R. BUENDIA**  
 Director IV, HRMAS

Funds Available:  <b>ARIEL J. UBINA</b> Chief Accountant	ALOBS: <u>02-101001-2022-06-286</u> Amount: <u>₱ 10,000.00</u>
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