Republic of the Philippines

OFFICE OF THE SOLICITOR GENERAL

134 Amorsolo St., Legaspi Village Makati City

PURCHASE ORDER

Supplier:

LBC EXPRESS INC.

Address:

5560 Osmeña Highway, GF SM Hypermarket, Makati, Finlandia St., San Isidro, Makati

P.O. #

025-02-029

Date:

February 12, 2025

TIN:

000-782-140-00467

0905-4390392

Account No.: 0271-036868

Bank: Email: LBP - Baclaran Branch

abaloria@lbcexpress.com

Mode of Procurement:

Small Value Procurement

Telephone: Gentlemen:

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

Delivery Term: Duration of Contract OFFICE OF THE SOLICITOR GENERAL Place of Delivery:

Stock No. Unit Description Procurement of: Courier Service Provider for FY 2025 Duration: February 13, 2025 to February 12, 2026 Location Destinations: Geographic Area Estimated Annual Number of Mails for Courier Delivery Manila/NCR 3,379	Qty.	Php	(Bank to bank Unit Cost 910,016.00		Amount 910,016.00
year Procurement of: Courier Service Provider for FY 2025 Duration: February 13, 2025 to February 12, 2026 Location Destinations: Geographic Area Estimated Annual Number of Mails for Courier Delivery Manila/NCR 3,379					
year Procurement of: Courier Service Provider for FY 2025 Duration: February 13, 2025 to February 12, 2026 Location Destinations: Geographic Area Estimated Annual Number of Mails for Courier Delivery Manila/NCR 3,379	1	Php	910,016.00	Php	910,016.00
Duration: February 13, 2025 to February 12, 2026 Location Destinations: Geographic Area Estimated Annual Number of Mails for Courier Delivery Manila/NCR 3,379	1	Php	910,016.00	Pnp	910,016.00
Duration: February 13, 2025 to February 12, 2026 Location Destinations: Geographic Area Estimated Annual Number of Mails for Courier Delivery Manila/NCR 3,379					
Geographic Area Estimated Annual Number of Mails for Courier Delivery Manila/NCR 3,379					
Manila/NCR 3,379	-				
Manila/NCR 3,379	-				
0.000	1				
Luzon 3,200	4		1		
Visayas/Mindanao 3,207			1		
Obligations of the Service Provider:					
a. Daily pick-up of documents and other printed matters from the OSG at 2:30 PM, or as					
often as the need arises.			1		
b. Delivery of mail to the addressee(s) of the OSG's documents and other printed matter					
within 1 calendar day, reckoned from the date of pick-up, as follows:					
- Within Metro Manila and nearby provinces (Regions 3 & 4): within two (2) calendar					
days or one (1) to two (2) days outside Metro Manila;					
 Other parts of the Luzon Region: within two (2) calendar days; Any part of the Visayas Region: within two (2) calendar days; 					
- Any part of the Visayas Region: within two (2) calendar days, - Any part of the Mindanao Region: within two (2) calendar days.					
on delivery is not effected on					
the first attempt for reasons not due to the fault of the Service Provider, the provider					
shall pursue the delivery with up to three (3) attempts within the following periods:			1		
(i) Three (3) calendar days if within Metro Manila, nearby provinces, and other parts of					
Luzon:					
(ii) Five (5) calendar days for any part of the Visayas and Mindanao regions.					
d. Release of the courier containing OSG documents and other printed matter shall be					
made to and received by any person of legal age at the given address.					
e. Return to the OSG all unclaimed couriers containing OSG documents and other printed					
matter within five (5) calendar days from the OSG's dispatch.					
f. Submit to the OSG, within thirty (30) calendar days from the OSG's dispatch, the					
following: - Delivery Status Report and Delivery Receipts duly acknowledged by the					
addressee(s) or their authorized representatives, with signatures over their printed					
names as proof of receipt;					1
Other reports and relevant documents as may be required by the OSG;					
- Billing/Statement of Account on a monthly basis.					
					1
The following documents shall be deemed part of and construed as part of this contract:					
> Quotation					
> Request for quotation					
> Terms of Reference					
> Service Agreement					
Tetal Amount in Words: Nine Hundred Ten Thousand Sixteen Pesos Only				Php	910,016.00

Total Amount in Words: Nine Hundred Ten Thousand Sixteen Pesos Only

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

Very truly yours

JESSICA L. CASTRO CAO, Administrative Division

EDITHA R. BUENDIA Director HRMAS

Conforme:

Funds Available

ALOBS: 02-10/101-2015-02-072

This is to certify that this procurement has been posted on PhilGEPS in compliance with R4 9184.

ÚBIÑA countant

Amount:

\$ 910 016.00

CHRISTIAN D. BUAT ADAS I