

PURCHASE ORDER

Supplier: PROVENTURE ARTS AND CRAFTS MFG (F/A: PRODEL C. ENCISO) Address: Mira-Monte Subd., Ph. 3, Brgy. Tinamnan, Lucban, Quezon TIN: 216-120-830-00000 Account No.: 3651-0323-92 Telephone: (042) 540-5795 / 0999-9956787	P.O. # 026-02-014 Date: February 3, 2026 Mode of Procurement: Small Value Procurement
Branch: LBP - Lucban Branch Email: hello.proventures@gmail.com	

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: on or before February 16, 2026 Payment Term: within 30 days upon issuance of Inspection and Acceptance Report (Bank to bank)
--	--

Stock No.	Unit	Description	Qty	Unit Cost	Amount
1	piece	<p>Procurement of: Customized Wooden Medals for the SINAG: Parangal at Pagkilala sa mga Natatanging Lingkod Bayan (2025 OSG PRAISE Awarding Ceremony), inclusive of taxes, services, and delivery charges:</p> <p>Material: Basswood Size: At least 7.9 cm in Diameter Thickness: 3 mm Design: Customized wooden medal with back-to-back printing With: Ethnic/Native ribbon lace (5 cm width) Print: Engraved customized logo or text in the following areas:</p> <ul style="list-style-type: none"> ● Front: OSG New Logo ● Back: Name of the Award and Name of the Awardee <p style="text-align: center;">Note: The stated sizes may deviate by up to 10% only.</p> <p><i>The following documents shall be deemed to form and construed as part of this contract:</i></p> <ul style="list-style-type: none"> > RFQ > Quotation > Approved Layout > Other documents that may be required by law 	150	Php 173.00	Php 25,950.00

Total Amount in Words: **Twenty Five Thousand Nine Hundred Fifty Pesos Only** Php 25,950.00

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.

Conforms to: <u>Johelle Marie U. Enciso</u> (Signature over printed name) <u>Feb. 5 2026</u> (Date)	Very truly yours,  JESSICA L. CASTRO CAO, Administrative Division EDITHA R. BUENDIA Director IV, HRMAS
--	--

Funds Available:  ARIEL J. UBINA Chief Accountant	ALOBS: <u>02-101101-2026-02-053</u> Amount: <u>₱ 25,950.00</u>	
--	---	--