

JOB ORDER





J.O. No.:	J-12-081
Date:	26-Dec-12
Term/s of Payment:	On Account
Mode of Procurement:	Small Value

from receipt hereof the following:

NO.	QTY	UNIT	I T E M	UNIT PRICE	TOTAL AMOUNT
1			Production of:	13.00	16,445.00
	1265	pcs	Envelope, w/o cover, legal size		
			Total		16,445.00
			Less: 5% Final Tax	734.15 \	
			2% EWT	293.66 \	
			Net of Tax		15,417.19

1. The agency shall impose penalty in an amount equivalent to 1/10 of 1% of the total value of undelivered order for each day of the delay as liquidated damages.
2. If the date of receipt of the Purchase Order/P.O. by the dealer is not indicated, it shall be deemed received on the day it was acknowledged to have been received by a representative either through fax or e-mail.
3. Delivery Receipt and Sales Invoice shall be required for the one-time complete delivery of the goods.
4. Defective, incompatible or non-compliant of goods as to specification when quoted shall be rejected and returned at the time of delivery.
5. Payment shall be made in full subject to corresponding government taxes within fifteen (15) working days upon receipt of Certificate of Acceptance and Inspection Report.

Imelda
IMELDA CRISTETA D. VILLAMAR
Division Chief, MSD

Certified Budget Available	Funds Available in the amount of:	PhP <u>16,445 -</u>	APPROVED:
 LILIBETH M. PALACI Fiscal Controller I/ Budget Officer-Des.		 MARIA LINDA H. GADINGAN Fiscal Controller III	
Within the COB: _____ Expense Code: _____ <u>2012</u> Budget: _____ <u>774-10</u>  Remarks: _____		 ELVIRA C. VER Regional Vice President, PRO-CAR	

 <p>UNIQUE PRINTING PRESS # 8 Chagum Street, Cor. Kayang Street Boracay City <u>Dec 26 2012</u> Tel. No. <u>0922-210-235-003</u> Tel. No. (074) 442-4209; 442-3447 Fax No. (074) 442-3932 EMAIL: <u>uniquepress@gmail.com</u> By: <u>[Signature]</u></p>	<p>CONFORME:</p> <p>_____</p> <p>Print Name and Signature of Supplier/Representative</p>
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