



## PURCHASE ORDER

Supplier: <b>D.A. ADS UNLIMITED DESIGN INC.</b>	PO NO. <b>16-08-218</b>
Address: <b>G/F Plug Holding Building, Rizal Extension, Davao City</b>	PO Date: <b>August 10, 2016</b>
Contact No. <b>305-0103</b>	Terms of Payment: <b>15 working days</b>
<input type="checkbox"/> VAT <input checked="" type="checkbox"/> NON-VAT TIN: <b>459-969-079-000</b>	Mode of Procurement: <b>Local Shopping</b>

Please Deliver to this Office within 15 working days from Receipt hereof the following:

PR NO.	Item No.	Qty	Unit	Item Description	Unit Cost	Total Cost
<b>1607-13-03</b>	1	500	pieces	Ballpen with case	100.00	<b>50,000.00</b>
	2	30	boxes	Business Card (100 pieces per box) For Corporate giveaways for CY 2016 <b>Posted on GEPS: July 13, 2016</b> ***** nothing follows *****	400.00	<b>12,000.00</b>
						<b>62,000.00</b>
				less: tax 3%, 1,860.00 1% 620.00 <u>                    </u>		<u>2,480.00</u> <u><b>59,520.00</b></u>

**Conditions:**

- 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 Render your bills in triplicate copies including the original.
- 3 If the date of the receipt of the P.O. by the dealer is not indicated, it is deemed received on the 10th working day of the approval of the P.O.
- 4 For imported items, IMPORTANT DOCUMENTS SPECIFICALLY showing the condition(s) and serial numbers of the equipment must be presented upon delivery.

Very truly yours,   <b>GARY S. VELAYO</b> Administrative Officer IV	PRO-XI Budget FY 2016 BRO No. _____ Charge to: <u>MOOE</u> Exp. Code <u>707-N</u> Amount <u>₱12,000.00</u>  <b>PATRICK ANGELO L. UY</b> Budget Officer Designate	Recommending Approval:   <b>ARNEL B. SUBIBI</b> Division Chief IV, MSD	Approved by:   <b>DENNIS B. ADRE</b> Regional Vice President
Received copy of P.O. on _____  Received by: _____		Conformed:  Supplier Representative  Date <u>9/2/16</u>	