


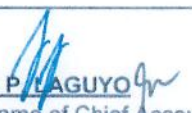


# PURCHASE ORDER

## DEPARTMENT OF FINANCE

Supplier : <b>BUSINESS MACHINES CORPORATION</b> ✓		P.O. No. : 2022-09-0118			
Address : Carson Bldg., 1888 Orense St., Guadalupe Nuevo, Makati City		Date : September 09, 2022			
TIN : 000-302-982-000		Mode of Procurement : Small Value Procurement			
Gentlemen: Please furnish this Office the following articles subject to the terms and conditions contained herein:					
Place of Delivery : <u>Department of Finance - Manila</u>		Delivery Term : <u>5-7 working days upon receipt of PO</u>			
Date of Delivery : _____		Payment Term : <u>Government Terms</u>			
Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
DPIC3200393 DPIC3200398	unit	Paper Shredder (model/unit: Kobra C1) ✓	2	10,900.00	21,800.00 ✓
DPIC32100390 DPIC32100800 DPIC32100101	unit	Heavy Duty Shredder (model/unit: Kobra +1 CC4) ✓	3	24,000.00	72,000.00 ✓
					<b>93,800.00</b> ✓
(Total Amount in Words) <b>Ninety-Three Thousand Eight Hundred Pesos Only</b>					
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 on the undelivered item/s.					
Conforme:		Very truly yours,			
 <b>Gerald L. Villacal</b> Signature over Printed Name of Supplier <u>Sept. 16, 2022</u> Date		 <b>ALVIN P. DIAZ</b> Signature over Printed Name of Authorized Official Director IV - CAO 			
Fund Cluster : _____		ORS/BURS No. : <u>011011012022-09-002352</u>			
Funds Available : _____		Date of the ORS/BURS : <u>9/14/2022</u>			
 <b>LOIDA P. LAGUYO</b> Signature over Printed Name of Chief Accountant/Head of Accounting Division/Unit		Amount : <u>\$ 93,800.00</u> <u>50213210-99</u> <u>66D - ACCTG</u>			

## TERMS AND CONDITIONS

- 1 Suppliers should see to it that the full services required and quality ordered are delivered within the prescribed period in accordance with the price quotation at the back hereof. This Purchase Order should accompany the delivery Invoices.
- 2 Suppliers failure to make the delivery when due, the Department of Finance shall impose the following penalties ( a ) to deduct for each day of delay 1/ 10 of 1 present of the amount of the delayed delivered item ( s ) or ( b ) the Department may opt to canvass from one suppliers and charge the balance to the herein Suppliers if the price canvassed is lower than the price of herein quoted.
- 3 Suppliers agrees to deliver / render the service ordered only during the official hours of the government except when a special arrangement is made before the acceptance of the Purchase Order by the Suppliers.
- 4 If the Suppliers cannot serve this Order for any reason he must return this Order accompanied by this written explanation within the period of delivery of the merchandise.
- 5 Service rendered are subject to government inspection and the DEPARTMENT reserves the right to cancel the Purchase Order and rejects the service delivered if found not in accordance with the specification called in the order.
- 6 The DEPARTMENT reserves the right to ban or reject any Purchase Order entered into by the herein Suppliers in violation of the above terms and conditions.
- 7 The Suppliers bond maybe confiscated if the suppliers refuse to accept this Purchase Order and abide by this Terms and Conditions.