

Office of the Secretary, Central Office

19 NOV 2020

COE PH34

COE Purchase Order

PMR PPM17-A-PO-20-11-140172-6

Supplier: METRO PAPER CONVERTER PHILS. CORP.  
 Address: Mercedes Business Park, Stuttgart St., Brgy. San Andres, Cainta, Rizal, 0  
 TIN: 191836883000  
 Tel.No.: 0  
 Fax No.:  
 Mode of Procurement: Shopping 52.1b  
 Month: October  
 Fund Cluster: 01 - Regular Agency Fund  
 Funding Source: 01101101 - Specific Budgets of National Government Agencies  
 PO No.: 01-20001-PO-2020-10-00  
 PO Date: October 30, 2020  
 Bank Name:  
 Bank/Branch:  
 Bank A/C No.:  
 Account Type:  
 PR No.: 01-20001-PR-2020-09-0017

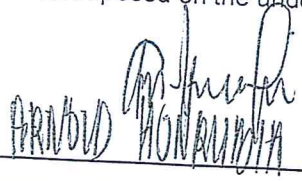
Sir/Madam:  
 Please furnish this Office the following articles subject to the terms and conditions contained herein:


Delivery Terms: 10 working days upon receipt of the PO  
 Payment Terms: 15-30 days upon completion of supporting documents

No	Unit	Description	Quantity	Unit Cost	Amount
1	Ream	PAPER, MULTICOPY, A4, 80 GSM	497.00	192.00	95,424.00
<b>Total</b>					<b>95,424.00</b>

(Total Amount in Words) \*\*NINETY FIVE THOUSAND FOUR HUNDRED TWENTY FOUR PESOS AND 00/100\*\*

In case of failure to make the full delivery within the time specified below, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed on the undelivered item/s.

Conforme:  
  
 Signature over Printed Name of Supplier  
 11-25-20  
 Date

Very truly yours,  
  
 JOSE ERNESTO B. GAVIOLA  
 Signature over Printed Name of Authorized Official  
 Undersecretary, GASSG  
 Designation

Delivery Schedule

No	Description	Delivery Date From	Delivery Date To	Place of Delivery	Quantity
1	PAPER, MULTICOPY, A4, 80 GSM	10/01/2020	10/31/2020		497.00