

**Office of the Vice President  
of the Philippines**

**PURCHASE ORDER  
OFFICE OF THE VICE PRESIDENT**

7th Floor Ben-Lor Bldg., Quezon Ave, Quezon City

|  |  |
|--|--|
| Supplier <b>LAT ARTWORKS</b>               | P.O. No. <b>02-026-20</b>  |
| Address <b>27 Lt. L Roque St., Malabon</b> | Date <b>02/21/2020</b>   |
| TIN:                                       | Mode of Procurement: <b>Negotiated Procurement - Small Value Procurement</b> |

Gentlemen:  
Please furnish this office the following articles subject to the terms and conditions contained herein:

|  |  |
|--|--|
| Place of Delivery: <b>7th Flr. Ben-Lor Bldg., Quezon Ave., Quezon City</b> | Delivery Term: <b>Within fifteen (15) calendar days from receipt of Purchase Order</b> |
|--|--|

|                   |   |
|-------------------|---|
| Date of Delivery: | Payment Term: <b>15 - 30 days upon receipt of complete delivery and documents</b> |
|-------------------|---|

| Stock No.  | Unit | Qty | Description                   | Unit Cost | Amount    |
|--|------|-----|-------------------------------|-----------|-----------|
|  | pcs  | 2   | Marker Acrylic Sandwich Board | 16,800.00 | 33,600.00 |
| Submitted Technical Specifications and Price Quotation shall form part of the Purchase Order |      |     |                               |           |           |
| ** nothing follows*  |      |     |                               |           |           |

Total Amount in Words: **Thirty Three Thousand Six Hundred Pesos Only** 33,600.00

In case of failure to make the full delivery within the time specified above, a penalty of one tenth of one percent (0.001) of the cost of the unperformed/undelivered portion for every day of delay shall be imposed.

Very truly yours,

*[Signature]*  
**MA. CARMELITA S. WARREN**  
Chief Administrative Office  
(Authorized Official)

Conforme: *[Signature]*  
**IRENITA P. PERNABE**  
(Signature over printed name of Supplier)

\_\_\_\_\_ Date

|  |                                       |
|--|---------------------------------------|
| Funds Available <b>₱ 33,600.00</b>                                     | OBR No: <b>06-10107-2020-02-00433</b> |
| <i>[Signature]</i><br><b>JULIETA L. VILADELREY</b><br>Chief Accountant | Amount: <b>₱ 33,600.00</b>            |

FEB 26 2020