

**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	DISTINCTIVE BLINDS AND OFFICE SYSTEMS, INC.	P.O. No.	06-080-20
Address	Unit 90D Amante Bldg., Pulatan, Muntinlupa City	Date	06/29/2020
TIN:		Mode of Procurement:	Negotiated Procurement - Small Value Procurement


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

Place of Delivery:	Ben Lor Building, 1184, Quezon Avenue, Quezon City and No. 100 10th St. Brgy. Mariana, New Manila, Quezon City	Delivery Term:	Please see the attached Annex "A"
Date of Delivery:		Payment Term:	15 - 30 days upon receipt of delivery and complete documents

Stock No.	Unit	Qty	Description	Unit Cost	Amount
			Workstation		
	unit	2	Front Panel		
	unit	3	Side Panel	33,589.98	33,589.98
	unit	2	Work Top		
	unit	2	Office Chair	4,910.72	9,821.44
	unit	2	Mobile Pedestal	4,464.29	8,928.58
			Submitted Technical Specification and Price Quotation shall form part of the Purchase Order		
			** nothing follows*		

Total Amount in Words: Fifty Two Thousand Three Hundred Forty Pesos Only 52,340.00

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,

MA. CARMELITA S. WARREN
Chief, Administrative Officer
(Authorized Official)

Conforme: 
(Signature over printed name of Supplier)
JUL 07 2020
Date

Funds Available	₱ 52,340.00	OBR No:	06-102101-2020-07-01545
		Amount:	₱ 52,340.00
JULIETA L. VILLADELREY Chief Accountant			