



OFFICE OF CIVIL DEFENSE

Document Code

QF-IPD-01

Quality Form

Revision No.

0

Effectivity Date

2019.08.16

Purchase Order

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Supplier	Glyptic Art Enterprise	P.O. No.	CMS-PO-20-427
Address	169 Area 6, Luzon Avenue, Matandang Balara, Quezon City	Date	December 9, 2020
E-mail Address	mariaeliza.glyptic@gmail.com	Mode of Procurement	Section 53.9 (Small Value Procurement)
		TIN	

Gentlemen:
Please provide this office the following services subject to the terms and conditions contained herein:

Location of Service:	OCD Warehouse, Camp General Emilio Aguinaldo, Quezon City	Delivery Term:	Five (5) days upon receipt of NTP
		Payment Term:	Send Bill Policy

LOT NO.	UNIT	ITEM/DESCRIPTION	QTY	UNIT COST	AMOUNT
	pcs	Supply and Delivery of Plaque for the CY 2020 PRAISE Awardees	9	1,300.00	11,700.00
		Specification/Description			
		Size: 7x10 inches			
		Type: Acrylic Glass with box			
		Other Requirements: Please see attached design and citation Must accept Send Bill Policy Delivery Site/s: OCD Warehouse, CGEA, Quezon City Delivery Date: 5 days upon receipt of NTP *** nothing follows ***			
				TOTAL COST	₱11,700.00

(Total Amount in Words): ELEVEN THOUSAND SEVEN HUNDRED PESOS ONLY

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one (1) percent for everyday of delay shall be imposed.

Conforme: *[Signature]*
Signature over printed name of Supplier
12/19/2020
Date

Very truly yours,
[Signature]
USEC RICARDO B JALAD
Administrator

Funds Available: *[Signature]*
LALAIN NECESARIO BARROGA
Chief, Accounting Section

OBR No. : 02-101101-2020-12-0268
Amount : 11,700.00