



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	Design Excellence Home and Office System Company	P.O. No.	CMS-PO-0721-221
Address	No. 1 Binmaka St., cor. Biak na Bato, Brgy. Manresa, Quezon City	Date	27-Jul-21
		Mode of Procurement	Section 53.9 (Small Value Procurement)
Email Address	designexcellence88@gmail.com	TIN	007-240-661-000

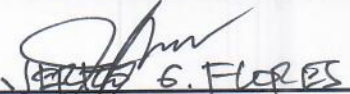
Gentlemen:
Please provide this office the following services subject to the terms and conditions contained herein:

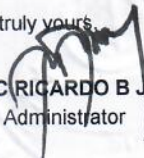
Location of Service:	OCD Central Office, Camp General Emilio Aguinaldo, Quezon City	Delivery Term:	Seven (7) days upon receipt of Notice to Proceed
		Payment Term:	Send Bill Policy



LOT NO.	UNIT	ITEM/DESCRIPTION	QTY	UNIT COST	AMOUNT
I.		Provision of Mobile Pedestal for HRMDD			
	Pieces	3 Drawer Steel Mobile Pedestal with Lock Other Requirements: · 3 drawers including 1 central lock & 1 pen tray and 1 file divider · 5 swivel castor built for ease on mobility · Material: Powder-coated steel · Color: Black · Dimensions: 40 (W) x 56.5 (D) x 65.5 (H) cm (+/- 5% variance) Other Terms and Conditions: Delivery Period: Seven (7) days upon receipt of Notice to Proceed Must accept Send Bill Policy Delivery Site: Office of Civil Defense, Camp General Emilio Aguinaldo, Quezon City Chargeability: MRE CY 2021 NOTHING FOLLOWS	23	3,800.00	87,400.00
				TOTAL COST	P87,400.00

(Total Amount in Words): **EIGHTY-SEVEN THOUSAND FOUR 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 over printed name of Supplier
10/27/2021
 Date

Very truly yours,

USEC RICARDO B JALAD
 Administrator

Funds Available: 
LALAIN NECESARIO BARROGA
 Chief, Accounting Section

OBR No. : 02-102101-2021-07-0192
 Amount : 87,400.00