



DEPARTMENT OF FOREIGN AFFAIRS
KAGAWARAN NG UGNAYANG PANLABAS

PURCHASE ORDER

DEPARTMENT OF FOREIGN AFFAIRS
MANILA

Supplier: ASAHI DESIGN CENTRE, INC.	P.O. No. 12-019-22
Address: Rm 222 TEOFF Bldg, 355 T. Pinpin St. Binondo, Manila	Date 22-Dec-22
Contact nos: T: 354-1677 E: asahi_designcentre@yahoo.com	Mode of Procurement Small value

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

Place of Delivery: <u>Department of Foreign Affairs - Office of Consular Affairs</u>	Delivery Term: <u>30 days</u>
Date of Delivery: <u>n/a</u>	Payment Term: <u>Government Terms</u>

Item No.	Unit (Per Letter)	Quantity	Description	Unit Cost	Amount
OCA					
1	Piece	23	OFFICE OF CONSULAR AFFAIRS - 15" X proportion - 6mm acrylic cut	P 2,400.00	P 55,200.00
2	Piece	29	OFFICE OF THE ASSISTANT SECRETARY - 7.5cm x proportion - 5mm wood painted white acrylic clear on top	P 990.00	P 28,710.00
3	Piece	42	DIPLOMATIC AND OFFICIAL PASSPORT SECTION (DOPS) - 7.5cm x proportion - 5mm wood painted white acrylic clear on top	P 990.00	P 41,580.00
4	Piece	28	OFFICE OF THE EXECUTIVE DIRECTOR - 7.5cm proportion - 7.5cm x proportion - 5mm wood painted white acrylic clear on top	P 990.00	P 27,720.00
5	Piece	44	CONSULAR AFFAIRS PUBLIC ASSISTANCE CENTER (CAPAC) - 7.5cm x proportion - 5mm wood painted white acrylic clear on top	P 990.00	P 43,560.00
6	Piece	16	PASSPORT DIVISION - 7.5cm x proportion - 5mm wood painted white acrylic clear on top	P 990.00	P 15,840.00
7	Piece	35	SPECIAL CONCERNS AND PENDING UNIT (SCPU) - 7.5cm x proportion - 5mm wood painted white acrylic clear on top	P 990.00	P 34,650.00
8	Piece	18	MOBILE PASSPORT UNIT - 7.5cm x proportion - 5mm wood painted white acrylic clear on top	P 990.00	P 17,820.00
9	Piece	29	PASSPORT ENROLLMENT CENTER (PEC) - 7.5cm x proportion - 5mm wood painted white acrylic clear on top	P 990.00	P 28,710.00
10	Piece	22	PASSPORT PROCESSING UNIT - 7.5cm x proportion - 5mm wood painted white acrylic clear on top	P 990.00	P 21,780.00
11	Piece	21	PASSPORT RELEASING UNIT - 7.5cm x proportion - 5mm wood painted white acrylic clear on top	P 990.00	P 20,790.00
12	Piece	46	PASSPORT INTEGRITY AND FRAUD MANAGEMENT UNIT (PIFMU) - 7.5cm x proportion - 5mm wood painted white acrylic clear on top	P 990.00	P 45,540.00
13	Piece	12	VISA DIVISION - 7.5cm x proportion - 5mm wood painted white acrylic clear on top	P 990.00	P 11,880.00
14	Piece	22	AUTHENTICATION DIVISION - 7.5cm x proportion - 5mm wood painted white acrylic clear on top	P 990.00	P 21,780.00
15	Piece	14	PROCESSING UNIT - 7.5cm x proportion - 5mm wood painted white acrylic clear on top	P 990.00	P 13,860.00
16	Piece	13	RELEASING UNIT - 7.5cm x proportion - 5mm wood painted white acrylic clear on top	P 990.00	P 12,870.00
17	Piece	26	CIVIL REGISTRY DIVISION (CRD) - 7.5cm x proportion - 5mm wood painted white acrylic clear on top	P 990.00	P 25,740.00
18	Piece	41	CONSULAR OFFICES COORDINATING DIVISION (COCD) - 7.5cm x proportion - 5mm wood painted white acrylic clear on top	P 990.00	P 40,590.00
19	Piece	26	ADMINISTRATIVE SERVICES UNIT - 7.5cm x proportion - 5mm wood painted white acrylic clear on top	P 990.00	P 25,740.00
20	Piece	14	FINANCE SECTION - 7.5cm x proportion - 5mm wood painted white acrylic clear on top	P 990.00	P 13,860.00
21	Piece	11	PROCUREMENT - 7.5cm x proportion - 5mm wood painted white acrylic clear on top	P 990.00	P 10,890.00
22	Piece	45	PROJECT AND INFORMATION TECHNOLOGY SUPPORT SECTION - 7.5cm x proportion - 5mm wood painted white acrylic clear on top	P 990.00	P 44,550.00
23	Piece	8	PROPERTY - 7.5cm x proportion - 5mm wood painted white acrylic clear on top	P 990.00	P 7,920.00
24	Piece	17	OCA CONFERENCE ROOM - 7.5cm x proportion - 5mm wood painted white acrylic clear on top	P 990.00	P 16,830.00
XXXXXXXXXXXXXXXXXXXX					
(total Amount in Words) Six Hundred Twenty-Eight Thousand Four Hundred Ten Pesos					P 628,410.00

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

Conforme: Van Westeylin
(Signature over printed name)
(Date)

Very truly yours,
MEDARDO G. MACARAIG
Assistant Secretary, OAMSS

Requisitioning Office/Dept: <u>OCA</u> <u>SANTIAGO S. SUCALDITO</u> Procurement Head, OCA	Funds Available: <u>Lyrie F. Fulgencio</u> Chief Accountant	Amount: <u>₱ 628,410.00</u> ALOBS No.: <u>2022-12-009842</u>
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