

PURCHASE ORDER
DEPARTMENT OF FOREIGN AFFAIRS
MANILA

11-03522

Supplier: **MCCD ENGINEERING SERVICES AND TRADING**
Address: **RVK BLDG. NO. 2 KUMINTANG, IBABA BATANGAS CITY**
Contact nos: **988826987**

P.O. No. _____
Date: _____
Mode of Procurement: **Small Value Procurement (SVP)**

23 NOV 2022

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

Place of Delivery: Department of Foreign Affairs, 2330 Roxas Boulevard, Pasay City
Date of Delivery: _____
Delivery Term: _____
Payment Term: _____

Item No.	Unit	Quantity	Description	Unit Cost	Amount
			<u>OAMSS-EMD</u>		
1	UNITS	2	THE PROCUREMENT OF REPLACEMENT OF TWO (2) WINDOW TYPE AIRCONDITIONING UNITS OF THE OFFICE OF ASSET MANAGEMENT AND SUPPORT SERVICES (OAMSS)	P 42,000.00	P 84,000.00
			SCOPE OF WORKS: 1. Supply and Delivery of two Units Window type AC Unit		
			Term of Delivery: 1. All items shall be delivered within thirty days (30) calendar days upon receipt of the Notice to Proceed (NTP). 2. All deliveries shall be made with one (1) day prior notice to the Office of Asset Management and Support Services – Engineering (OAMSS-EMD) from Monday – Friday, 8:00 am to 5:00 pm. 3. Deliveries shall be subject to the usual inspection procedures by the Office of Financial Management Service-Financial Resources Management Division (OFMS-FRMD).		
			Terms of Payments 1. Payments shall be made thirty (30) days upon receipt of the sales invoice with complete supporting documents through List of Due and Demandable Accounts Payable (LDDAP). The list of documentary requirements needed for payment will be provided by the Office of Financial Management Services-Financial Resource Management Division (OFMS-FRMD) upon signing the contract. 2. The payment shall be inclusive of all applicable taxes and other lawful charges.		

(Total Amount in Words) Eighty Four Thousand Pesos P 42,000.00 P 84,000.00

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: 
(Signature over printed name)
23 NOV. 2022
(Date)

Very truly yours,

Assistant Secretary, OAMSS

Requisitioning Office/Dept: GEORGE MARIANO A. SORIANO Acting Director, OAMSS-EMD	Funds Available: <u></u> LYRIE F. FULGENCIO Chief Accountant	Amount: ₱ 84,000.00 ALOBS No.: 2022-12-001166 DEC, 12, 2022
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