

RECEIVED  
OCT 11 2023

**PURCHASE ORDER**  
DEPARTMENT OF FOREIGN AFFAIRS  
MANILA

BY: \_\_\_\_\_ DATE: \_\_\_\_\_

Supplier: **NDAS Philippines, Inc.** P.O. No. **10-00223**  
Address: Room 207 20/F Cityland 10 Tower 2 Date **11 OCT 2023**  
154 H.V. Dela Costa St. Bel-air Makati City  
Contact nos: 02-7585-3078 Mode of Procurement \_\_\_\_\_ Small Value \_\_\_\_\_

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 Delivery Term: 30 days  
Date of Delivery: \_\_\_\_\_ Payment Term: 30 days

| Item No. | Unit  | Quantity | Description                 | Unit Cost   | Amount       |
|----------|-------|----------|-----------------------------|-------------|--------------|
|          |       |          | <b>Office of Protocol</b>   |             |              |
|          | rolls | 15       | <b>YMCK COLORED RIBBONS</b> | P 11,300.00 | P 169,500.00 |
|          | rolls | 11       | <b>HDP TRANSFER FILM</b>    | P 7,550.00  | 83,050.00    |
|          |       |          | <b>NOTHING FOLLOWS</b>      |             |              |



**Terms and Condition:**  
 1. Price quotation to be denominated in Philippine peso shall be included all taxes, duties and/or levies payable;  
 2. The approved budget for the contract is Php 252,550.00;  
 3. Supplier may start the manufacturing of goods and deliver within the period of 30 days upon the receipt of this purchase order;  
 4. Validity of price quotation provided is 120 days.

( total Amount in Words) **TWO HUNDRED FIFTY TWO THOUSAND FIVE HUNDRED FIFTY PESOS ONLY** P **252,550.00**

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)  
(Date)

Very truly yours,  
  
**MARY JENNIFER D. DINGAL**  
Officer-in-Charge, OF

|  |  |   |
|--|--|---|
| Requisitioning Office/Dept. <b>IMMUNITIES AND PRIVILEGES</b><br><br><b>RUEL S. GUNABE</b><br>DIRECTOR | Funds Available:<br><br><b>JOVY V. FERRER</b><br>Chief Accountant | Amount: <b>₱ 252,550.00</b><br>ALOBS No.: <b>2023-10-007841</b><br><b>12 Oct 2023</b> |
|--|--|---|