



DEPARTMENT OF FOREIGN AFFAIRS
KAGAWARAN NG UGNAYANG PANLABAS

DEPARTMENT OF FOREIGN AFFAIRS
Office of Financial Management Services

RECEIVED
OCT 17 2023

JOB ORDER

DEPARTMENT OF FOREIGN AFFAIRS
MANILA

BY: _____ DATE: _____

| | |
|--|--|
| Supplier: <u>VJ GRAPHIC ARTS, INC.</u> | J.O. No. <u>10-006-23</u> |
| Address: <u>Unit 1-C Future Point Plaza III, 111 Panay Avenue, Panay Triangle, Quezon City</u> | Date <u>13-Oct-23</u> |
| Contact nos: <u>T: 8372-0886 E: vjgraphicsgc@gmail.com</u> | Mode of Procurement <u>Small Value</u> |


Gentlemen:

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

| | |
|---|---------------------------------------|
| Place of Delivery: <u>Department of Foreign Affairs, 2330 Roxas Boulevard, Pasay City</u> | Delivery Term: <u>30 days</u> |
| Date of Delivery: <u>N/A</u> | Payment Term: <u>Government Terms</u> |

| Item No. | Unit | Quantity | Description | Unit Cost | Amount |
|--|-------|----------|--|------------|---------------------|
| UNIO | | | | | |
| Printing Services of Campaign Materials for th Philippines' Bid for the 2027-2028 United Nations Security Council (UNSC) | | | | | |
| 1 | Piece | 500 | Notebook Spiral Softbound (w/ printed customized cover) | P 240.00 | P 120,000.00 |
| 2 | Piece | 1,000 | Brochure (20 pages full 8x8 size colored with cover customized bind) | P 45.00 | P 45,000.00 |
| 3 | Piece | 500 | Ballpen, black ink, customized print design/logo | P 75.00 | P 37,500.00 |
| 4 | Piece | 3,000 | Brochures (one pager back to back, A4 size, css 80gsm) | P 5.00 | P 15,000.00 |
| 5 | Piece | 600 | Notepad (100 pages with customized printed design all pages) | P 65.00 | P 39,000.00 |
| 6 | Piece | 20 | Roll up Banners (Aluminum) | P 2,500.00 | P 50,000.00 |
| 7 | Piece | 600 | Coaster (Customized and Laminated) | P 45.00 | P 27,000.00 |
| 8 | Piece | 290 | Lapel Pin (Customized 1 inch molded design magnetic) | P 250.00 | P 72,500.00 |
| 9 | Piece | 500 | Bookmark (Customized design) | P 30.00 | P 15,000.00 |
| 10 | Piece | 600 | Lanyard (Customized 2-ended hook w/ logo and ID Holder) | P 125.00 | P 75,000.00 |
| 11 | Piece | 1,500 | Package of Notebook and pen wrapped with logo sticker (Customized) | P 320.00 | P 480,000.00 |
| XXXXXXXXXXXXXXXXXXXXXXXXXX | | | | | |
| (total Amount in Words) Nine Hundred Seventy-Six Thousand Pesos | | | | | P 976,000.00 |

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: 
PERCIVAL DATU
(Signature over printed name)

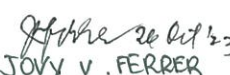
(Date)

2023-10-001199
17 Oct. 23

Very truly yours, 
PATRICK JOHN U. HILADO
Assistant Secretary, OAMSS

Requisitioning Office/Dept: UNIO

MARIA TERESA T. ALMOJUELA
Assistant Secretary, UNIO

Funds Available: Approved to bid 23

JOVY V. FERRER
Acting Chief Accountant

Amount: ₱976,000.00
ALOBS No.: 2023-10-001199; 17 Oct 2023