

PURCHASE ORDER
DEPARTMENT OF FOREIGN AFFAIRS
CONSULAR OFFICE TAGUM

Supplier : <u>V.S. TAY, INCORPORATED</u>		P.O. No. <u>PO-TAG-2024- 10-001</u>			
Address : <u>125 R. MAGSAYSAY AVENUE, DAVAO CITY</u>		Date : <u>OCT 22 2024</u>			
TIN : <u>002-623-291-000</u>		Mode of Procurement : <u>SHOPPING</u>			
Gentlemen: Please furnish this Office the following articles subject to the terms and conditions contained herein:					
Place of Delivery : <u>DFA TAGUM - 3F ROBINSONS PLACE TAGUM, TAGUM CITY</u>		Delivery Term : <u>60 DAYS</u>			
Date of Delivery : <u>WITHIN 60 DAYS AFTER RECEIPT OF NTP</u>		Payment Term : <u>GOVERNMENT TERMS</u>			
Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
SD-003	PIECE	DATER STAMP, Self-Inking	5	P 280.00	P 1,400.00
FS-006	BOX	FASTENER, Metal, 50pcs per box	10	P 45.00	P 450.00
FL-021	BOX	FOLDER, Pressboard, Legal Size, Blue/Red, 100pcs per box	3	P 1,550.00	P 4,650.00
PP-001	REAM	PAPER, Multi-purpose, A4, 500 sheets per ream	160	P 185.00	P 29,600.00
PP-002	REAM	PAPER, Multi-purpose, Legal, 500 sheets per ream	160	P 198.00	P 31,680.00
OS-003	BOX	RUBBER BAND, Flat, No. 18	5	P 165.00	P 825.00
PN-002	PIECE	SIGN PEN, Extra Fine Tip, 0.5MM, Black	120	P 19.50	P 2,340.00
PN-002	PIECE	SIGN PEN, Extra Fine Tip, 0.5MM, Red	120	P 19.50	P 2,340.00
PN-002	PIECE	SIGN PEN, Extra Fine Tip, 0.5MM, Blue	120	P 19.50	P 2,340.00
(Total Amount in Words)		SEVENTY-FIVE THOUSAND SIX HUNDRED TWENTY-FIVE PESOS ONLY		P	75,625.00
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 on the undelivered item/s.					
Conforme:		Very truly yours,			
<div>Gretchen Joy V. Gvao Sales Representative 09680422401 V.S. TAY, INCORPORATED Signature over Printed Name of Supplier OCT 22 2024 Date</div>		<div>ABDULHALIM I. LANGCO Signature over Printed Name of Authorized Official HEAD OF OFFICE Designation</div>			
Fund Cluster : _____		ORS/BURS No. : <u>24-02-00161</u>			
Funds Available : _____		Date of the ORS/BURS: <u>FEB 21, 2024</u>			
<div>BRYAN C. AGMA, CPA Signature over Printed Name of Chief Accountant/Head of Accounting Division/Unit</div>		Amount : <u>₱ 716,000.00</u>			