

Kagawaran ng Agnayang Panlabas

Department of Foreign Affairs

NOTICE OF AWARD

23 May 2014

Madam:

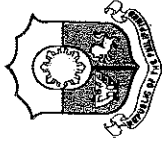
Please be informed that, upon the recommendation of the Bids and Awards Committee (BAC) of the Department as contained in the approved Supplemental Annual Procurement Plan No. 2 for CY 2014, the Department of Foreign Affairs is awarding the procurement for the supply of dry and wet seals for the official use of various Foreign Service Posts (FSPs) and Regional Consular Offices (RCOs) to your firm, **YGC Print Media & Graphic Services**, in the amount of *Thirty-Three Thousand Nine Hundred Pesos (Php 33,900.00)* only, inclusive of all taxes and other lawful charges, subject to the signing of the Purchase Order.

Very truly yours,


LINGLINGAY F. LACANLALE
Undersecretary for Administration
and Head of the Procuring Entity

MS. GENEVIEVE ANN CINCO
Media Affairs Manager
YGC PRINT MEDIA & GRAPHICS SERVICES
Victory Central Mall
Caloocan City

 PmTD
6/26/14



Kagawaran ng Agnang Panlabas

Department of Foreign Affairs

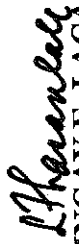
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Victory Central Mall
Caloocan City

SUPPLEMENTAL ANNUAL PROCUREMENT PLAN NO. 2 FOR CY 2014

Code	Program/Activity/Project	End-User	Mode of Procurement	Pre-Proc Cont.	Ad/Post Cont.	Pre-Bid Cont.	Sub/Open Bids	Award	Notice of Contract	Notice to Proceed	Delivery/Completion	PRF	MOOE	CO	Remarks/Activity (Brief Description of Program/Project)
1															
	Hosting of Events/Activities/Trainings														
	a. Roundtable Discussion on Security Developments in Asia Pacific Region in Moscow, Russia		OUP	Negotiated Proc.											
	b. Meetings of UN Panel of Experts on Iran Sanctions		UNIO	LOV/SVP/S											
	c. 8th Round of the Ph-US Negotiations on the Enhanced Defense Cooperation Agreement (EDCA)		OAA	LOV/SVP/S											
	d. 2014 PH Commemoration of Int'l Day of UN Peacekeepers		UNIO	SVP/S											
	e. Luncheon in honor of Czech AFP		OP/OSCC	LOV											
	f. Team Building Activity		OAA	LOV/SVP/S											
	g. Psychological Wellness Program		OPAS	SVP											
	h. Visit of the Foreign Minister of Bahrain		OMEAA	LOV/SVP/S											
	i. ASEAN Manila Conference on Disaster Risk Reduction and Management		PISU	SVP/S											
	j. Team Building Activity		WFS-OP/OMEAA	LOV/SVP/S											
			OMEAA	LOV/SVP/S											
			OAA	LOV/SVP/S											
2															
	Office Supplies/Devices/Equipment/Furniture														
	a. Filing Cabinets and Printers		OP	SVP/S											
	b. Various office supplies		OMEAA	SVP/S											
	c. Window Roller Blinds		OPAS/OCA	SVP											
	d. Automatic Voltage Regulator		OPAS	SVP											
	e. Presentation Folders		OMEAA	Shopping (b)											
	f. Fax Machine and Ribbons		QUAMWA	SVP/S											
	g. Dry and Wet Seals		OPAS	Shopping (b)											
	h. Window Glass		OPAS	SVP											
	i. Construction Supplies		OPAS	SVP											
	j. Various Appliances		OSCC	SVP											
	k. Electronic Cash Register Machines		OFM	SVP											
	l. Dry and Wet Seals		OPAS/OCA	S/SVP											
3															
	Others														
	a. System upgrade of ePassport SCAN Storage Capacity		OCA	DC											
	b. Re-upholstery of sofa set and side chairs		UNIO	SVP											
	c. Repair of escalators at the OCA-ASEANA		OCA	Public Bidding											
	d. Research Project APEC 2014		OUIER	Agency-to-Agency											
	e. Machine Readable Travel Documents (with IC Chip)		OCA	Agency-to-Agency											
	f. Consultant for the DFA Building Renovation and Retrofitting		OAA/OPAS	HTC											
	g. Fabrication of DFA Reception Table		OSCC/OPAS	SVP											
4															
	Repair and Maintenance														
	a. Annual Chemical Water Treatment of Centralized AC System		OPAS	SVP											
	b. Supply and Installation of AC Diffusers		OPAS	SVP											
	c. Rewinding and Bearing Replacement of Cooling Tower Fan Motor		OPAS	SVP											
	d. Repair of Aircon Unit		OPAS	SVP											
	e. Annual Change Oil & Servicing of Chillers and AC Pumps		OPAS	SVP											
	f. Supply of V-Belt for Cooling Tower		OPAS	SVP											
	g. Repair and Restoration of Fancoil Units of AC System		OPAS	SVP											
	h. Maintenance of Cash Register and Money Counter Machines		OFM	SVP											
	i. Repair of One (1) Elevator Unit		OPAS	Emergency/SVP											
	j. Repair of One (1) Carrier 5.0TR Mounted Type Aircon Unit and Condensing Unit Outdoor Compressor (scroll type)		OPAS	SVP											
5															
	Foreign Travels														
	Special Meeting of ASEAN Coordinating Council (ACC) Myanmar		ASEAN	Negotiated Proc.											
	ASEAN Coordinating Council Meeting (ACC) -Myanmar		ASEAN	Negotiated Proc.											

RECOMMENDING APPROVAL:

BERTRAND THEODORE L. SANTOS
BAC Member

Approved:
By the Authority of the Secretary of Foreign Affairs:

LINGLINGAY F. LACANLALE
Undersecretary and Head of the Procuring Entity

GERARDO P. ABIOG
BAC Member
JOSE VICTOR CHAN-GONZAGA
BAC Vice-Chairman

EDWARD C. YULO
BAC Member
EVELYN D. AUSTRIA-GARCIA
BAC Chairman

GONARRAÑO B. MUSOR
BAC Member

**

Alternative Methods of Procurement:
S - Shopping
SVP - Small Value Procurement
LRP - Lease of Real Property
DC - Direct Contracting
LOV - Lease of Venue
HTC - Highly Technical Consultant

1

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Approved:
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LFL

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NOTICE OF AWARD

23 May 2014

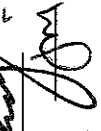
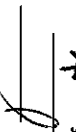
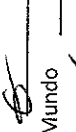
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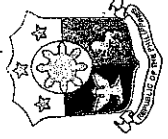
Very truly yours,

LINGLINGAY F. LACANLALE
Undersecretary for Administration
and Head of the Procuring Entity

MS. GENEVIEVE ANN CINCO
Media Affairs Manager
YGC PRINT MEDIA & GRAPHICS SERVICES
Victory Central Mall
Caloocan City

Sr. Sp. Asst. N. Servigon	
BAC Chairman E.D. Austria-Garcia	
BAC Vice-Chairman J.V.Chan-Gonzaga	
BAC Members: E.C. Yulo	
G.P. Abiog	
G.B. Musor	
B.T. L. Santos	
End-user Representative:	
Asst. Sec. M. Sta.Maria-Thomeczek	
BAC Secretariat:	
Head - A.O. Vallespin	
A. De Asis-Del Mundo	
S.P. Toledo	
G.C. Fernandez	

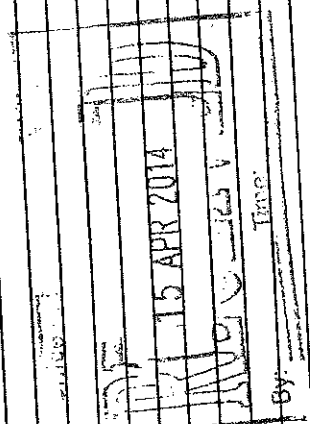
9188-14



A Parables

Department of Foreign Affairs

PURCHASE ORDER
DEPARTMENT OF FOREIGN AFFAIRS
MANILA

PURCHASE ORDER DEPARTMENT OF FOREIGN AFFAIRS MANILA					
Supplier: <u>You</u>		P.O. No. <u>04-014-14</u>			
Address: <u>9114 General Tirone</u> <u>Bacoor, Cavite</u>		Date <u>11-Apr-14</u>			
Tel no : <u>0915-1833655</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>Property Maintenance and Transportation Division</u>		Delivery Term: _____			
Date of Delivery: _____		Payment Term: _____			
		<u>FOREIGN POST AND RCO</u>			
Item No.	Unit	Quantity	Description	Unit Cost	Amount
	piece	12	Dry seal	P 1,750.00	P 15,000.00
	piece	14	Wet seal	P 1,350.00	P 18,900.00
xxxxxxxxxxxxxxxxxxxxxxxxxxxxxx					
					
				P 33,900.00	
(total Amount in Words)					
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: _____					
Very truly yours, <u>MELITA S. STA MARIA-THOMECZEK</u> Assistant Secretary, OPAS					
Requisitioning Office/Dept: <u>MOOE</u>		Funds Available: <u>ALVAR E. ROSALES</u> Chief Accountant		Amount: <u>\$ 33,900</u>	
Signature over printed name) _____		(Date) _____		ALOBS No.: <u>OS Aug 2014</u>	
MELITA S. STA MARIA-THOMECZEK Assistant Secretary, OPAS		02-M-05-2971 b7			

OFFICE OF FISCAL MANAGEMENT
FINANCIAL EVALUATION AND CONTROL DIVISION

MEMORANDUM FOR :

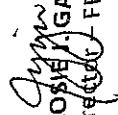
The Director Property Division

SUBJECT:

Price Verification A.C. No.04-004-14 dated 7 April 2014

Per your request we verified the prices quoted by various suppliers in the attached A.C. 04-004-14 dated 7 April 2014 for the purchase of 12 pcs. of Dry seal and 14 pcs. of wet seal for the official use of Foreign Posts and RCO and found the price quoted by YGC Print Media & Graphics Services reasonable based on three (3) quotations submitted by different suppliers and based on prevailing market price.

For your guidance,


ROSALYN J. GALLO
Acting Director - FECD-OFM



Agungang Panlabas

Department of Foreign Affairs

OFFICE OF PERSONNEL AND ADMINISTRATIVE SERVICES
PROPERTY, MAINTENANCE AND TRANSPORTATION DIVISION

CERTIFICATION

This is to certify that item(s) listed per Abstract of Canvass
No. 04-004-14 dated 07 April 2014 attached hereto is/are not
included in Procurement Service price list.

This certification is issued for accounting and auditing
purposes.


KERWIN ORVILLE C. TATE
Director, PMTD

07 April 2014

ABSTRACT OF CANVASS

Date : 07 April 2014

PREPARED BY : PABLO M. MONTILANO JR.

APPROVED BY : MELITA S. STA. MARIA-THOMECZEK
Assistant Secretary, OPAS

YGC PRINT MEDIA & GRAPHICS SERVICES

April 01, 2014

Department of Foreign Affairs
Roxas Blvd., Pasay City

Dear Sir:

Thank you for your interest on availing our services again with you. In connection to this, we are pleased to submit to you our formal quotation regarding the specification below.

SPECIFICATION

Dry Seal for various posts	P1,250.00 each
Wet Seal	P 1,350.00 each

Thank you and we hope to do business with you soon. Should you have any queries, please feel free to contact me 0915.1833656.

Respectfully yours,


GENEVEVE ANN CINCO

Media Affairs Manager

9114 General Tirona Highway, Bacoor, Cavite

Cell. No.: 0915.1833656

DBJ PRINTING PRESS AND GENERAL MERCHANDISE

2034 C.M. Recto Avenue, Quiapo, Manila
Cell. No.: 0905.3576507

March 26, 2014

Dept. of Foreign Affairs
Roxas Boulevard, Pasay City
Philippines

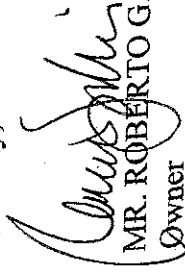
Dear Sir/Madam,

We are pleased to submit to you our formal quotation regarding dry seal.

DRY SEAL SIZE #2	P1,500 per piece
WET SEAL	P1.750.00 per piece

Thank you for allowing us to quote you on your requirements.

Sincerely,


MR. ROBERTO G. FALSIS
Owner

ADS AND PRINT TRI-MEDIA SERVICES

UNIT 502 IPIL BLDG HAMPSTEAD GARDEN CONDOMINIUM, STA. MESA
TEL. NO.: 02-7354967 / C.P. 0917.8521880

MARCH 28, 2014

DEPT. OF FOREIGN AFFAIRS
PASAY CITY

DEAR SIR,

WE ARE PLEASED TO SUBMIT TO YOU OUR QUOTATION REGARDING YOUR
REQUEST. LISTED BELOW IS THE DETAILS FOR YOUR EVALUATION.

DRY SEAL #2
P 1,875.00 PER PIECE
WET SEAL
P 1,935.00 PER PIECE

THANK YOU FOR GIVING US THE CHANVE TO QUOTE YOU ON THIS MATTER.
IF YOU AVE ANY INQUIRIES, DO NOT HESITATE TO CALL US AND WE WILL BE
GLAD TO ASSIST YOU ON THIS MATTER.

RESPECTFULLY YOURS,


SHERYLL CO
PURCHASING MNGR.



PURCHASE REQUEST

Department of Foreign Affairs
Agency

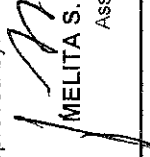
Department Foreign Post's and RCO's 03-03514 MAR 18 2014
PR No.: 17-Mar-14 Date: 17-Mar-14

Section SAI No.: Date:

Stock No.	Unit	ITEM / DESCRIPTION	Quantity	Unit Cost	Total Cost
	piece	Dry seal	12		
	piece	Wet seal	14		
	xxxx	xxxxxxxxxx Nothing Follows xxxxxxxxxx	xxxx		

Purpose:

for the official use of FSP's and RCO's

Signature	Requested By:  KERWIN ORVILLE C. TATE Director PMTD-OPAS	Approved by:  MELITA S. STA. MARIA-THOMECEK Assistant Secretary-OPAS
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To: SFA
Fr: Tel Aviv PE
Rt: OPAS/Property Division
Re: Supplies
Dt: 16 March 2014
Cn: ZIS - 214 - 2014

ORIGINAL TO OPAS	
ACTION OFFICE	
CC	Received by Date & Time

Post wishes to request the following supplies for its consular services:

- | | | |
|------------------------------------|---|----------|
| 1. HP 95 Tri-color Print Cartridge | - | 3 units. |
| 2. HP 98 Black Ink Cartridge | - | 5 units |
| 3. Wet seal as shown below | - | 3 units |
- > done 4/4/14*

The requested cartridges, which are used for Post's mobile printer HP Officejet H470b, are confirmed to be not available in the Israeli market.

The requested wet seals will replace the worn out rubber stamps used for notariats and authentication.

It would be appreciated if Post's request could be given preferential attention as soon as possible.

D. Generoso Calonge
GENEROSO D.G. CALONGE
Ambassador



RECEIVED
March 17, 2014
CORATEL

EXTREMELY URGENT

To : SFA
Fr : Tripoli PE
Rt : OPAS
Re : Request for two (2) Dry seals and two (2) Wet seals for the Use of
the Philippine Consulate General Casablanca and Philippine
Consulate in Tunis
Dt : 24 March 2014
Cn : ZTP- 197 -2014

ORIGINAL TO OPAS	
ACTION OFFICE	
CC	Received by Date & Time

Post respectfully requests two (2) Dry seals and two (2) Wet seals for official use of the Philippine Consulate General in Casablanca and the Philippine Consulate in Tunis.

The requested official seals will be hand-carried by Embassy Consular Mobile Team who will travel to Morocco and Tunisia in May 2014 and turn them over to the offices of the Philippine honorary Consul General in Casablanca and the Philippine honorary Consul in Tunis.

For the information and appropriate action of the Department.

OSCAR G. ORCINE
Ambassador

RECEIVED
March 26, 2014
CORATEL

To : SFA
 Rt : OPAS; pmt
 Fr : Beijing PE
 Re : Request for Dry Seals
 Dt : 10 February 2014
 Cn : ZPE - 0167 - 2014

ORIGINAL TO OPAS	
ACTION OFFICE	
CC	Received by Date & Time

Forwarded herewith is a Requisition and Issue Slip (RIS) of this Post requesting for Two (2) units of Dry Seal for the official use of the Consular Section. Post would appreciate receiving said request via first available diplomatic pouch.


 ERLINDA F. BASILIO
 Ambassador

RECEIVED
 February 13, 2014
 CORATEL

Embassy of the Republic of the Philippines, Beijing

[illegible]

PURCHASE REQUEST
Department of Foreign Affairs

Agency

Department OPAS

PR No.: 2 - 0 2 7 1 4 Date: 09 February 2014

Section HCSAD

SAI No.: _____ Date: _____

Stock No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
	Piece	CONSULAR DRY SEAL (big)	1		
	Piece	CONSULAR WET SEAL (for ink)	2		
		xxxxx nothing follows xxxxx			

Purpose:

*For the official use of the Philippine Consulate General headed by
Philippine Honorary Consul General
in Reggio Calabria, Italy*

Signature

Requested by:

Printed Name:
Designation:

Ronald M. Joves
RONALD M. JOVES
Acting Director, HCSAD-OPAS

Approved by:

Melita S. Sta. Maria-Thomeczek
MELITA S. STA. MARIA-THOMECZEK
Assistant Secretary, OPAS

PURCHASE REQUEST
Department of Foreign Affairs

Agency

Department **OPAS**

PR No.: **02-02614** Date: **09 February 2014**

Section **HCSAD**

SAI No.: _____ Date: _____

Stock No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
Piece		CONSULAR DRY SEAL (big)	1		
Piece		CONSULAR WET SEAL (for ink)	2		
		xxxxx nothing follows xxxxx			

Purpose:

For the official use of the Philippine Consulate General headed by
Philippine Honorary Consul General
in Florence, Italy

Signature	Requested by:  RONALD M. LOVES Acting Director, HCSAD-OPAS	Approved by:  MELITA S. STA. MARIA-THOMECZEK Assistant Secretary, OPAS
Printed Name: Designation:		

PURCHASE REQUEST
Department of Foreign Affairs

Agency

Department **OPAS**

02-02514
PR No.:

Date: **09 February 2014**

Section **HCSAD**

SAI No.: _____ Date: _____

Stock No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
Piece Piece		CONSULAR DRY SEAL (big) CONSULAR WET SEAL (for ink) xxxxx nothing follows xxxxx	1 2		

Purpose:

For the official use of the Philippine Consulate General headed by
Philippine Honorary Consul General
in Izmir, Turkey

Signature

Requested by:

Printed Name:
Designation:

RONALD M. JOVES
Acting Director, HCSAD-OPAS

Approved by:

MELITA S. STA. MARIA-THOMECZEK
Assistant Secretary, OPAS

Department of Foreign Affairs
Agency

Date: 20 Dec. 2013

Date:

TOTAL AMOUNT

FOR THE OFFICIAL USE OF RCO PUEBLO PRINCESA.
Please note that this RCO has never been issued a dry seal and wet seal for its official use...

Designation: Officer-In-Charge

[Signature]
LIZA JANE V. ESTALILLA
Officer-In-Charge

PURCHASE REQUEST
Department of Foreign Affairs

Agency

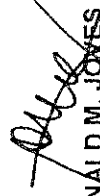
Department OPAS 01-03114 Date: JAN 15 2014
PR No.: _____

Section HCSAD SAI No.: _____ Date: _____

Stock No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
	Piece	COAT OF ARMS	1		
	Piece	CONSULAR DRY SEAL	1		
	Piece	CONSULAR WET SEAL	1		
	Piece	CONSULAR RUBBER SEAL	1		
	Piece	CONSULAR RUBBER STAMPS	2		
	Piece	PHILIPPINE FLAG (Indoor)	1		
	Piece	PHILIPPINE FLAG (Outdoor)	1		
	Piece	PHILIPPINE FLAG (Desk)	1		
		xxxxx nothing follows xxxxx			

Purpose:

*For the official use of the Philippine Consular Office
in Dallas, Texas, U.S.A. (Supervising Post: Los Angeles PCG)*

Signature	Requested by:  RONALD M. JONES Acting Director, HCSAD-OPAS	Approved by:  MELITA S. STA. MARIA-THOMECEK Assistant Secretary, OPAS
Printed Name: Designation:		

PURCHASE REQUEST
Department of Foreign Affairs

Agency

Department OPAS

PR No. 01-0111 Date: 07 January 2014

Section HCSAD SAI No.: _____ Date: _____

Stock No.

Unit

Item Description

Quantity

Unit Cost

Total Cost

Piece
Piece
Piece
Piece
Piece
Piece
Piece
Piece

COAT OF ARMS
CONSULAR DRY SEAL
CONSULAR WET SEAL
CONSULAR RUBBER STAMPS
PHILIPPINE FLAG (Indoor)
PHILIPPINE FLAG (Outdoor)
PHILIPPINE FLAG (Desk)
xxxxx nothing follows xxxxx

1
1
1
2
1
1
1
1

Purpose:

For the official use of the Philippine Consulate
in Tunis, Tunisia

Signature

Requested by:

Printed Name:
Designation:

RONALD M. JONES
Acting Director, HCSAD-OPAS

Approved by:

MELITA S. STA. MARIA-THOMECZEK
Assistant Secretary, OPAS

PURCHASE REQUEST
Department of Foreign Affairs

Agency

PR No.: 02-02414 Date: 10 February 2014

Department OPAS

SAI No.: _____ Date: _____

Section HCSAD

Stock No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
Piece		CONSULAR DRY SEAL	1		
Piece		CONSULAR WET SEAL	1		
		xxxxx nothing follows xxxxx			

Purpose:

For the official use of the Philippine Consulate
in Mauritius

Signature

Requested by:

Printed Name:
Designation:

RONALD M. JONES
Acting Director, HCSAD-OPAS

Approved by:

MELITA S. STA. MARIA-THOMECZEK
Assistant Secretary, OPAS

To :
Fr :
Rt :
Re :
Dt :
Cn :

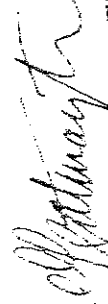
SFA
Nairobi PE
OPAS
Seal for the Philippine Honorary Consulate in Uganda
06 February 2014
ZNA- 45 -2014

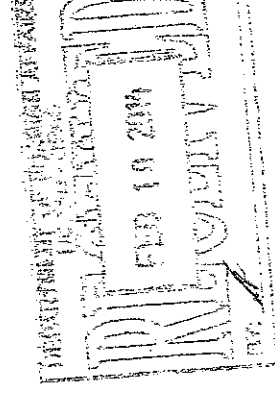
Post acknowledges receipt of 1 pc. dry seal and 1 pc. wet seal for the Philippine Honorary Consulate in Uganda.

Post also requests the Department to send the following items for the Philippine Honorary Consulate in Mauritius:

1. 1 pc. dry seal; and
2. 1 pc. wet seal.

For appropriate action.


DONNA CELESTE D. FELICIANO-GATMAYTAN
Chargé d'Affaires a.i.



PURCHASE REQUEST

Department of Foreign Affairs

Agency 01-01214

Department OPAS

PR No.: _____ Date: 07 January 2014

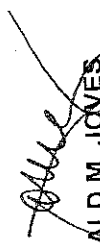
Section HCSAD

SAI No.: _____ Date: _____

Stock No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
	Piece	COAT OF ARMS	1		
	Piece	CONSULAR DRY SEAL	1		
	Piece	CONSULAR WET SEAL	1		
	Piece	CONSULAR RUBBER STAMPS	2		
	Piece	PHILIPPINE FLAG (Indoor)	1		
	Piece	PHILIPPINE FLAG (Outdoor)	1		
	Piece	PHILIPPINE FLAG (Desk)	1		
		xxxxx nothing follows xxxxx			

Purpose:

For the official use of the Philippine Consulate
in Chiang Mai, Thailand

Signature	Requested by:	Approved by:
Printed Name: Designation:	 RONALD M. JONES Acting Director, HCSAD-OPAS	 MELITA S. STA. MARIA-THOMECZEK Assistant Secretary, OPAS

To: SFA
Fr: Tel Aviv PE
Rt: OPAS/Property Division
Re: Supplies
Dt: 16 March 2014
Cn: ZIS - 214 - 2014

ORIGINAL TO OPAS	
ACTION OFFICE	
CC	Received by Date & Time

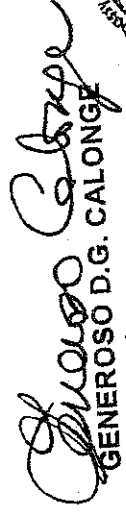
Post wishes to request the following supplies for its consular services:

- | | | |
|------------------------------------|---|----------|
| 1. HP 95 Tri-color Print Cartridge | - | 3 units. |
| 2. HP 98 Black Ink Cartridge | - | 5 units |
| 3. Wet seal as shown below | - | 3 units |

The requested cartridges, which are used for Post's mobile printer HP Officejet H470b, are confirmed to be not available in the Israeli market.

The requested wet seals will replace the worn out rubber stamps used for notariats and authentication.

It would be appreciated if Post's request could be given preferential attention as soon as possible.


GENEROSO D.G. CALONGE
Ambassador



RECEIVED
March 17, 2014
CORATEL