



Republic of the Philippines
PROCUREMENT DEPARTMENT
Quezon City Government



PO Number **2306012**

Purchase Order Date: **JUL 14 2023**

Procuring Unit : QUEZON CITY YOUTH DEVELOPMENT OFFICE
Company Name : ALELEN ENTERPRISE
Address : 21C Matiyaga St., Barangay Central, Quezon City
Business Type : Sole Proprietorship Registration #1387714
Project Number : QCYDO-23-OSD-0733
Mode of Procurement : Public Bidding
Resolution No. : 23-PB-343
TIN Number : 179-876-721-000
Contact Number : 936-4514

Sir/Madam:

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

Place of Delivery : CGSD Central Warehouse

Delivery Schedule : Thirty (30) Calendar Days

Payment Term : Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
56	ACRYLIC NAMEPLATE STAND Landscape Weight: 160 g (0.35 lbs) 261.62 mm x 78.74 mm (10.3 x 3.1 inches) Material type: Plastic	piece	50	226.35	11,317.50
57	CERTIFICATE FRAME HOLDER, 8.1/2 x 11" A4, Wood frame	piece	100	76.35	7,635.00
58	CERTIFICATE HOLDER Weight: 249 g (0.55 lbs) Dimension: 210.06x296.93mm (8.27x11.69 inches) Color: Blue Plastic	piece	500	95.00	47,500.00
59	TAPE, ELECTRICAL, PVC insulating tape, 16M, black	roll	20	42.00	840.00
60	WIRELESS PRESENTER CLICKER Connection Type: Bluetooth Smart and 2.4GHz, wireless connection Wireless range: 100 ft. (30 m) ~ Battery detail: Rechargeable Lithium Polymer, 85mAh Sensor 3D: accelerometer and Gyroscope Sensor Type: Motion sensor System Requirements: Windows® 10 or later, Windows 8 macOS™ X 10.10 or later	unit	3	5,880.00	17,640.00
61	LAN TESTER/ NETWORK CABLE TESTER SUPPORTS RJ45, CAT5, CAT6, CAT5E, CAT6E CAN TEST UP TO 500 METERS OF CABLE LENGTH NETWORK CABLE TESTER NETWORK CABLE FINDER WITH FAULTY CABLE DETECTOR	piece	2	1,200.00	2,400.00
***** Nothing Follows *****					

Total Amount : 660,763.60

Total Amount In Words (Pesos): Six Hundred Sixty Thousand Seven Hundred Sixty Three Pesos and 00/100 Only

MA. JOSEFINA G. BELMONTE
City Mayor



Ryan A. Guillermo

Signature Over Printed Name of Supplier / Date

07/26/2023

Funds Available:

RUBY G. MANANGU
City Accountant

OBR: 10-2023-02-1258

Approved Budget for the Contract : 673,366.69



Republic of the Philippines
PROCUREMENT DEPARTMENT
Quezon City Government



PO Number **2306012**

Purchase Order Date: **JUL 14 2023**

Procuring Unit	: QUEZON CITY YOUTH DEVELOPMENT OFFICE	Project Number	: QCYDO-23-OSD-0733
Company Name	: ALELEN ENTERPRISE	Mode of Procurement	: Public Bidding
Address	: 21C Matiyaga St., Barangay Central, Quezon City	Resolution No.	: 23-PB-343
Business Type	: Sole Proprietorship Registration #1387714	TIN Number	: 179-876-721-000
		Contact Number	: 936-4514

Sir/Madam:

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

Place of Delivery : CGSD Central Warehouse

Delivery Schedule : Thirty (30) Calendar Days

Payment Term : Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
1	CALCULATOR, Compact, 12 Digits, Dual Power	piece	25	372.00	9,300.00
2	CLEAR BOOK Refillable for convenience Size: Legal Attr: 27H Color: Red Packaging Size: 20 Sheets	piece	200	40.00	8,000.00
3	CLIP BACK FOLD BACKFOLD, all metal, clamping: 19mm (-1mm) Color: BLACK, ASSORTED COLOR	box	140	18.00	2,520.00
4	CLIP BACK FOLD BACKFOLD, all metal, clamping: 25mm (-1mm) Color: BLACK, ASSORTED COLOR	box	140	26.40	3,696.00
5	CLIP BOARD WITH COVER METAL, CLIP BLACK, 32 CM (L) x 23 CM (W) x 0.1 CM (H) Color: BLACK, ASSORTED COLOR	piece	15	102.00	1,530.00
6	FELT MARK PAPER, A4 TEXTURE: TRADITION GSM: 100 COLOR: PALE CREAM, 10 SHEETS/PACK	pack	3	60.00	180.00
7	FILE CASE, long garter lock, foldable, any color	piece	4	144.00	576.00
8	FILE TRAY, 4 layers, detachable letter tray, material: metal, color: silver	piece	9	834.00	7,506.00
9	GLUE GUN BIG Weight: 200 g (0.44 lbs) Product Dimension: 218.44 mm x 165.1 mm (8.6 x 6.5 inches) Color: Blue, White, Yellow Material type: Plastic	piece	5	360.00	1,800.00

MA. JOSEFINA G. BELMONTE
City Mayor

Signature Over Printed Name of Supplier / Date

Funds Available:

RUBY G. MANANGU
City Accountant

Approved Budget for the Contract : 673,366.69

OBR : 1.2023-0000-0000-0000



Republic of the Philippines
PROCUREMENT DEPARTMENT
Quezon City Government



PO Number **2306012**

Purchase Order Date: **JUL 14 2023**

Procuring Unit	: QUEZON CITY YOUTH DEVELOPMENT OFFICE	Project Number	: QCYDO-23-OSD-0733
Company Name	: ALELEN ENTERPRISE	Mode of Procurement	: Public Bidding
Address	: 21C Matiyaga St., Barangay Central, Quezon City	Resolution No.	: 23-PB-343
Business Type	: Sole Proprietorship Registration #1387714	TIN Number	: 179-876-721-000
		Contact Number	: 936-4514

Sir/Madam:

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

Place of Delivery : CGSD Central Warehouse

Delivery Schedule : Thirty (30) Calendar Days

Payment Term : Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
10	GLUE GUN STICK BIG Size: 8 inches Attr: Big Color: Clear Packaging Size: 4 sticks per pack	piece	40	44.40	1,776.00
11	MANILA PAPER, 26"x48"	pack	20	19.20	384.00
12	PAPER, A3, 80 GSM	ream	5	552.00	2,760.00
13	PAPER, MULTI-COPY, LETTER SIZE	ream	5	288.00	1,440.00
14	PHOTO PAPER Attr: 200 gsm, 255 microns Size: A4 Type: High Gloss Packaging Size: 20 sheets per pack	pack	24	214.80	5,155.20
15	PORTFOLIO FILE CASE WITH HANDLE, Size A4 - durable waterproof material - carrying up to 3Kg - flexible handle to pull up and down - multi-Function storage	piece	50	502.80	25,140.00
16	PUSH PIN, assorted color, Standard size with a strong 3/8- inch ground steel point and a 1/2-inch plastic head for easy insert and removal Product Dimension: 59.944 mm x 59.944 mm x 53.086 (2.36 x 2.36 x 2.09 inches) Color: Assorted	pack	30	24.00	720.00
17	SEMINAR BADGE, with lanyard 105x74 mm	piece	1,050	38.40	40,320.00
18	SPECIAL PAPER, 10 sheets/ pack Attr: Concorde Laid Grammage: 90 gsm Color: Cream Size: 8.5 (w) x 11 (l)	pack	50	26.40	1,320.00

MA. JOSEFINA G. BELMONTE
City Mayor

Signature Over Printed Name of Supplier / Date

Funds Available:

RUBY G. MANANGU
City Accountant

Approved Budget for the Contract : 673,366.69

OBR : *10-2023-06-JUL*



Republic of the Philippines
PROCUREMENT DEPARTMENT
Quezon City Government



PO Number **2306012**

Purchase Order Date: **JUL 14 2023**

Procuring Unit	: QUEZON CITY YOUTH DEVELOPMENT OFFICE	Project Number	: QCYDO-23-OSD-0733
Company Name	: ALELEN ENTERPRISE	Mode of Procurement	: Public Bidding
Address	: 21C Matiyaga St., Barangay Central, Quezon City	Resolution No.	: 23-PB-343
Business Type	: Sole Proprietorship Registration #1387714	TIN Number	: 179-876-721-000
		Contact Number	: 936-4514

Sir/Madam:

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

Place of Delivery : CGSD Central Warehouse

Delivery Schedule : Thirty (30) Calendar Days

Payment Term : Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
19	SPECIAL PAPER, Renaissance Laid Paper Grammage: 100 gsm Size: Legal Color: Cream Packaging Size: 20 sheets per pack	pack	7	64.80	453.60
20	SPECIAL PAPER, parchment paper, 229 x 305 mm 20 sheets/pack Cream	pack	20	66.00	1,320.00
21	STAPLE GUN WIRE, 21-6mm, 1000 staples 1/4" (6mm) For use with JT-21 Gun Tacker 100 staples per strip (10 strips)	box	60	46.53	2,791.80
22	STAPLER, heavy duty, maximum capacity up to 100 sheets	piece	3	1,032.00	3,096.00
23	STICKER PAPER, A4, matte, 10 pcs/pack	pack	130	136.53	17,748.90
24	STORAGE BOX, with lid, for legal, black	box	2	496.00	992.00
25	TAPE, DOUBLE SIDED, 10M, 3/4 IN	roll	45	25.20	1,134.00
26	TAPE, PACKAGING, 48mmX100 yard	roll	43	60.00	2,580.00
27	TAPE DISPENSER, 145x65x58mm Holds standard clear tape, Tape Width: 1.1 inches Weight: 1070 g (2.25 lbs) Dimension: 190.5 mm x 101.6 mm (7.5 x 4 inches) Color: Pink, Blue, Black, Green	piece	20	162.00	3,240.00
28	TAPE FLAG, with Label	pack	40	214.80	8,592.00
29	TAPE FLAG, "Sign Here", yellow, 50 pcs/ pack	pack	50	214.80	10,740.00
30	TAPE FLAG, 5 colors with dispenser, 44x12 mm, weight: 15g	pack	110	54.00	5,940.00
31	ADAPTOR, Current: 10A, Voltage: 250V, Triple Tap to Flat Pin	piece	35	78.00	2,730.00

MA. JOSEFINA G. BELMONTE
City Mayor

Signature Over Printed Name of Supplier / Date

Funds Available:

RUBY G. MANANGU
City Accountant

Approved Budget for the Contract : 673,366.69

OBR : 10-2023-05-JOB



Republic of the Philippines
PROCUREMENT DEPARTMENT
Quezon City Government



PO Number **2306012**

Purchase Order Date: **JUL 14 2023**

Procuring Unit : **QUEZON CITY YOUTH DEVELOPMENT OFFICE** Project Number : **QCYDO-23-OSD-0733**
Company Name : **ALELEN ENTERPRISE** Mode of Procurement : **Public Bidding**
Address : **21C Matiyaga St., Barangay Central, Quezon City** Resolution No. : **23-PB-343**
Business Type : **Sole Proprietorship Registration #1387714** TIN Number : **179-876-721-000**
Contact Number : **936-4514**

Sir/Madam:

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

Place of Delivery : **CGSD Central Warehouse**

Delivery Schedule : **Thirty (30) Calendar Days**

Payment Term : **Credit**

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
32	BATTERY, AA, alkaline Nominal Voltage -1.50 Volts AA Battery Capacity (Avg.)- Alkaline = 2500 mAh Operating Temperature - 0°C - 60°C Diameter - 14.5mm Height- 50.5mm Chemistry - Alkaline	pack	25	240.00	6,000.00
33	BATTERY, AAA, alkaline Nominal Voltage -1.50 Volts AAA Battery Capacity (Avg.)- Alkaline = 1200 mAh Operating Temperature - 0°C - 60°C Diameter - 14.5mm Height - 50.5mm Chemistry - Alkaline	pack	45	240.00	10,800.00
34	CAMERA BAG Material Quality Nylon Ripstop, 600D Water Repellent Model Swift 20 Shoulder Bag Dimension (LxWxH) 12x20x19 cm Weight 0.45 kg Capacity 1 DSLR, and 2 Lens	piece	2	2,280.00	4,560.00
35	CLOTH, microfiber cleaning 12 x12 inches 80% Polyester, 20% Polyamide micro fibers Cloth Weight: 30 Grams 300 GSM (Professional Grade) 500X Washable	set	30	159.60	4,788.00
36	DISINFECTANT SPRAY, crisp linen, 340 ml Package Contents: 1 x Disinfectant Spray 340g Crisp Linen Scent	can	200	478.40	95,680.00
37	EXTENSION CORD, 6 sockets, 2500 max input 6ft. Length Compatible with different plugs WITH ON AND OFF SWITCH	unit	33	780.00	25,740.00

MA. JOSEFINA G. BELMONTE
City Mayor

Ryan A. Guillermo
Signature Over Printed Name of Supplier / Date **07/16/2023**

Funds Available:

RUBY G. MANANGU
City Accountant

Approved Budget for the Contract : **673,366.69**

OBR : **11.2023-06-JOSE**



Republic of the Philippines
PROCUREMENT DEPARTMENT
Quezon City Government



PO Number **2306012**

Purchase Order Date: **JUL 14 2023**

Procuring Unit : QUEZON CITY YOUTH DEVELOPMENT OFFICE
Company Name : ALELEN ENTERPRISE
Address : 21C Matiyaga St., Barangay Central, Quezon City
Business Type : Sole Proprietorship Registration #1387714
Project Number : QCYDO-23-OSD-0733
Mode of Procurement : Public Bidding
Resolution No. : 23-PB-343
TIN Number : 179-876-721-000
Contact Number : 936-4514

Sir/Madam:

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

Place of Delivery : CGSO Central Warehouse

Delivery Schedule : Thirty (30) Calendar Days

Payment Term : Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
38	EXTERNAL HDD, 1TB, USB 3.0, 7200 RPM	piece	3	3,240.00	9,720.00
39	GUN TACKER, staple gun, Weight 0.45kg Length 16 cm Width 3 cm Height 13 cm Stainless	piece	3	834.00	2,502.00
40	HAMMER Product Type: Claw Hammer Face Type: Smooth Face Handle Material: Wood Handle Head Weight: 7 ounce Head material: Steel Number in Package: 1 pack Overall Length: 11.5 inch Non-Slip Grip: No Claw Type: Curved Nail Starter: No	piece	1	1,000.00	1,000.00
41	HDMI, 1080P 4K @30HZ, 10.2GB/S	piece	10	360.00	3,600.00
42	HUMIDIFIER SCENT, 100mL Scents for Humidifier non-hazardous, water-based essential oil	bottle	20	33.60	672.00
43	INTERNAL HDD, 1 TB, 7200 RPM	piece	2	3,000.00	6,000.00
44	LED FLUORESCENT LAMP, 18 WATTS, linear tubular, 4ft	piece	45	231.15	10,401.75

MA. JOSEFINA G. BELMONTE
City Mayor

Ryan A. Guillermo

Signature Over Printed Name of Supplier / Date

Funds Available:

RUBY G. MANANGU
City Accountant

Approved Budget for the Contract : 673,366.69

OBR : 10.2023-06-TJTS



Republic of the Philippines
PROCUREMENT DEPARTMENT
Quezon City Government



PO Number **2306012**

Purchase Order Date: **JUL 14, 2023**

Procuring Unit : QUEZON CITY YOUTH DEVELOPMENT OFFICE
Company Name : ALELEN ENTERPRISE
Address : 21C Matiyaga St., Barangay Central, Quezon City
Business Type : Sole Proprietorship Registration #1387714
Project Number : QCYDO-23-OSD-0733
Mode of Procurement : Public Bidding
Resolution No. : 23-PB-343
TIN Number : 179-876-721-000
Contact Number : 936-4514

Sir/Madam:

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

Place of Delivery : CGSD Central Warehouse

Delivery Schedule : Thirty (30) Calendar Days

Payment Term : Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
45	MOP BUCKET AND WRINGER, 32L plastic mop bucket, with wringer Type: Mop Bucket Volume: 32L Folded: Unfolded Bucket Mouth: Open Mouth Material: PP Feature: Eco-Friendly	piece	1	1,980.00	1,980.00
46	MOUSE AND KEYBOARD (BUNDLE) (WIRED KEYBOARD) A-Shape, Round Edge, 12 FN Multimedia Hotkeys, Laser Engraving, SPLASH PROOF, ADJUSTABLE KEYBOARD LEGS, USB TYPE, (WIRED MOUSE), OPTICAL MOUSE TYPE, 1000 DPI, Dust resistant wheel, 3-in-One, Works on most surfaces with precise optical sensor, USB TYPE	set	60	610.35	36,621.00
47	MULTI INSECT KILLER SPRAY, water-based, aerosol, 600ml, leaves no odor, no oily film	can	145	475.00	68,875.00
48	PP6 9V BATTERY, alkaline, long lasting Classification: Alkaline Chemical System: Zinc-Manganese Dioxide (Zn/MnO ₂) Designation: ANSI 1604A, IEC-6LF22 or 6LR61 Operating Temp: -18°C to 55°C Typical Weight: 45 grams Typical Volume: 21 cubic centimeters Shelf Life: 5 years at 21°C	piece	20	603.00	12,060.00

MA. JOSEFINA G. BELMONTE
City Mayor

Signature Over Printed Name of Supplier / Date

Funds Available:

RUBY G. MANANGU
City Accountant

Approved Budget for the Contract : 673,366.89

OBR : 10.2023 - 06 - JCTK



Republic of the Philippines
PROCUREMENT DEPARTMENT
Quezon City Government



PO Number **2306012**

Purchase Order Date: **JUL 14 2023**

Procuring Unit : QUEZON CITY YOUTH DEVELOPMENT OFFICE
Company Name : ALELEN ENTERPRISE
Address : 21C Matiyaga St., Barangay Central, Quezon City
Business Type : Sole Proprietorship Registration #1387714
Project Number : QCYDO-23-OSD-0733
Mode of Procurement : Public Bidding
Resolution No. : 23-PB-343
TIN Number : 179-876-721-000
Contact Number : 936-4514

Sir/Madam:

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

Place of Delivery : CGSD Central Warehouse

Delivery Schedule : Thirty (30) Calendar Days

Payment Term : Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
49	SCREW DRIVERS Chrome vanadium steel Cushion grip handle Magnetized tip Meets or exceeds ANSI standards #2 x 100mm; Slotted 6mm x 100mm	set	2	226.80	453.60
50	THERMAL PASTE, high thermal connectivity Grease Weight: 5 g Thermal Impedance: 0.08°C-cm ² /W Thermal Conductivity: 6.5 W/m-K Specific Gravity(250C): 2.9 g/cm ³ Operating Temperature: -50°C to +200°C Weight: 0.01 kg Dimensions: 175 x 100 x 10 cm	piece	50	235.35	11,767.50
51	UTILITY GLOVES, all purpose, large, yellow, latex reusable, cleaning gloves	piece	65	29.35	1,907.75
52	UTP CABLE, CAT 6, 305 meters/ box	box	4	1,854.00	7,416.00
53	WEB CAMERA Resolution: Full HD 1080P, 1920*1080 Pixels Viewing Angle: 70 Degrees Fixed Focus Built-in Mic: Digital HD Omni-Directional Mic. Frame Rate: 30fps USB: USB 2.0/3.0	piece	25	1,020.00	25,500.00
54	WRAP CABLE MANAGER 10-5 METERS LONG CAN COVER 3-5 CABLES	piece	150	166.35	24,952.50
55	WRAP CABLE MANAGER (LARGE) 10-5 METERS LONG CAN COVER 3-5 CABLES	piece	150	166.35	24,952.50

MA. JOSEFINA G. BELMONTE
City Mayor

Ryan A. Guillermo

04/26/2023

Signature Over Printed Name of Supplier / Date

Funds Available:

RUBY G. MANANGU
City Accountant

OBR: 7-2022-82-T018

Approved Budget for the Contract : 673,368.69

TERMS AND CONDITIONS

1. ALL PRICES INDICATED HEREIN ARE VALID, BINDING AND EFFECTIVE AT LEAST WITHIN THIRTY (30) CALENDAR DAYS FROM DATE OF RECEIPT.
2. AWARDEE shall be responsible for the source(s) of its supplies/materials/equipment and shall make deliveries in accordance with the schedule, quality and specification of the award and purchase order. Failure by the AWARDEE to comply with the same shall be a ground for cancellation of the award and purchase order issued to that AWARDEE and for re-awarding the item(s) to the ALTERNATE AWARDEE.
3. AWARDEE shall pick up purchase order(s) issued in its favor within three (3) days after receipt of notice to that effect. A telephone call, fax transmission or electronic mail (e-mail) shall constitute an official notice to the AWARDEE. Thereafter, if the purchase order(s) remains unclaimed, the said purchase order(s) shall be sent by mailing or courier, messengerial service to the AWARDEE. To avoid delay in the delivery of the requesting end-user's requirement, all DEFAULTING AWARDEES shall be precluded from proposing or submitting a substitute sample.
4. Subject to the provisions of the preceding paragraph, where AWARDEE has accepted a purchase order but fails to deliver the required product(s) within the time called for in the same order, the delivery period may be extended a maximum of fifteen (15) calendar days under liquidated damages to make good the delivery. Thereafter, if AWARDEE has not completed the
5. delivery within the extended period, the subject purchase order shall be cancelled and the award for the undelivered balance, withdrawn from that AWARDEE. The BAC-Goods and Services shall then purchase the required item(s) from such other source(s) as it may determine, with the difference in price to be charged against the DEFAULTING AWARDEE. Refusal by the DEFAULTING AWARDEE to shoulder the price difference shall be ground for its disqualification from future bids of the same items, without prejudice to the imposition of other sanction as prescribed under RA 9184 and its RIRR.
6. When the supplier fails to satisfactorily deliver goods/services under the contract within the specified delivery schedule, inclusive of duly granted time extensions, if any, the supplier shall be liable for damages for the delay and shall pay the procuring entity liquidated damages, not by way of penalty, an amount equal to one-tenth (1/10) of one percent (1%) of the cost of the delayed goods/services scheduled for delivery for everyday of delay until such goods/services are finally delivered and accepted by the procuring entity concerned.
7. Rejected deliveries shall be construed as non-delivery of product(s)/item(s) so ordered and shall be subject to liquidated damages, subject to the terms and conditions prescribed under paragraph 4 hereof.
8. Supplier shall guarantee its deliveries to be free from defects. Any defective item(s)/product(s), therefore that maybe discovered by the **Quezon City Government** within three (3) months after acceptance of the same, shall be replaced by the supplier within seven (7) calendar days upon receipt of a written notice to that effect.
9. All duties, excise and other taxes and revenue charges, if any, shall be for the supplier's account.
10. As a pre-condition to payment, IMPORTANT DOCUMENTS specifically showing the condition and serial numbers of the imported equipment purchased should be submitted by the supplier to the **Quezon City Government**.
11. All transactions are subject to applicable withholding taxes in accordance with existing BIR rules and regulations.
12. Supplier shall furnish the End-user through the City General Services Department stockroom, the articles, described above;
13. The **Quezon City Government** reserves the right to accept or reject delivered articles if found not in conformity to the specifications, terms and conditions stipulated.
14. Provisions contained in Title VI, Book IV of the Civil Code of the Philippines on Sales are hereby incorporated and made as an integral part hereof.
15. This contract shall also serve as **Notice to Proceed**, to take effect on JUL 26 2023 and to expire on -

CONFORME:

AUG 25 2023
Ryan A. Gutierrez

SIGNATURE OVER PRINTED NAME

Authorized Representative

IN THE CAPACITY OF

ELEN ENTERPRISE

DATE

07/26/2023

Duly authorized to sign this Purchase Order for and on behalf of

COMPANY NAME

SUBSCRIBED AND SWORN to before me this ____ day of _____, _____ at _____, Philippines. Affiant personally known to me and were identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No. 02-8-13-SC). Affiants exhibited to me his/her _____ with his/her photograph and signature appearing thereon with No. _____.

Doc. No. _____
Page No. _____
Book No. _____
Series of _____

***This Purchase Order shall be deemed invalid without Notary Seal (for project amounting to Php2,500,000.00 and above only)