WORK ORDER

SECURITIES AND EXCHANGE COMMISSION

SEC Building EDSA, Greenhills, Mandaluyong City

Telefax. No. 8818-5338

Supplier:	IDESIGN PRINTING SOLUTION	W.O. No.	20-10-40
Address/ Tel No.	Rm. 102 H.O Bldg. BS Aquino Drive, Bacolod City, Negros Occidental / 0906-1526188	Date	October 5, 2020
TIN		Mode of Procurement:	Small Value Procurement

In accordance with the existing regulations, you are hereby authorized to undertake the work/service indicated below

Item No.	Qty.	unit	JOB DESCRIPTION	Unit Cost	TOTAL
	1	lot	Supply, Delivery and Installation of Frosted Sticker for SEC Bacolod Extension Office xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx As per attached supporting document: a. Technical Specifications b. BAC Resolution of Award No. 2020-038 c. Notice of Award	P 20,000.00	P 20,000.00
(Total Amount in Words)			Twenty Thousand Pesos Only		P 20,000.00

Delivery: Within 10 calendar days upon receipt of this **Work Order**. This Order is authorized by the Chairman of the Securities and Exchange Commission at the amount not to exceed **Php 400,000.00** including materials and labor. The cost of this ORDER may be charged against the SEC after the work is completed. Delay in the delivery of the above items is subject to penalty of 1/10 of 1% of the total value of this Work Order for each day of delay. Please attached the original Work Order for your invoice together with your taxpayer's certificate and VAT Registration

(This also serve as your Notice to Proceed)

Conforme:

(Signature over printed name)

10-21-2020
Date

ROMUALD C. PADILLA
OIC-Director, HRAD

Funds Available:

Adelaida C. Navarro-Banaria
Director, FMD

Obligation Request no.: 02-206442-2020-10-001304
Amount: P 20,000.00
Date: Oct 13, 2020