WORK ORDER

SECURITIES AND EXCHANGE COMMISSION

SEC Building EDSA, Greenhills, Mandaluyong City

Telefax. No.:818-5330

Supplier:	**MESSAGING SOLUTIONS PROVIDER INC.**	W.O. No.	2022-03-14
Address /Tel.No.	**MSPI Place, 1294 Batangas St., Brgy. San Isidro, Makati City**	Date	**February 15, 2022**
TIN	**233-348-722-000**	Mode of Procurement:	**Direct Contracting**

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
			Preventive Maintenance for Two (2) Units Pitney Bowes Metering Mailing Machine DM300C SN: 5074318 & SN:5074621 xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx As per attached supporting document: a. BAC Resolution of Award No. 2022-007 b. Signed Notice of Award c. Preventive Maintenace Agreement (PMA)	P 49,317.70	**P 49,317.70**
(Total Amount in Words)			**Forty Nine Thousand Three Hundred Seventeen Pesos and 70/100**		**P 49,317.70**

Delivery: Within 15 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 49,317.70** 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 origibal Work Order for your invoice together with your taxpayer's certificate and VAT Registration

Conforme:

LEANDRO G. SANTOS

(Signature over printed name)

MAR 04 2022

Date

OLIVER V. CHATO

ICTD Director

(This also serve as your Notice to Proceed)

Funds Available:	Obligation Request no.: 02-206442-2022-03-000338-3/1/22
	Amount: P 49,317.70

DONDIE Q. ESGUERRA

FMD Director

SECURITIES AND EXCHANGE COMMISSION
FINANCIAL MANAGEMENT DEPT.
BUDGET

MAR 01 2022

By: JOQ Time: 10:52am