



# PURCHASE ORDER

SECURITIES AND EXCHANGE COMMISSION

The SEC Headquarters, Makati Ave., Salcedo Village, Bel-Air, 1209 Makati City

Telefax No. 8818-5330

Supplier : <b>ACMI OFFICE SYSTEMS PHILIPPINES INC</b>	Date : <b>2023-01-066</b>
Address : <b>#268 AYSN Bldg., N. Domingo St., Brgy. Pasadena, San Juan City</b>	Date : _____, 2023
Tel No. : <b>9662479108</b>	Mode of Procurement: : <b>SVP</b>

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

Place of Delivery: <b>SEC HEAD OFFICE</b>	Delivery Term: : <b>15 CD</b>
Date of Delivery: _____	Payment term: : <b>30 CD</b>


Item No./ Stock No.	Unit	DESCRIPTION	Qty	Unit Cost	Amount
1	LOT	Supply and Delivery of Conference Table Set for Commissioner's Offices  ***** As per attached supporting documents: a. BAC Resolution on Award No. 2023- <u>122/122a</u> b. Signed Notice of Award dated <u>9/21</u> , 2023 Forming part of this PO are the Schedule of Requirements, Technical Specifications, Terms and Conditions, the bid, and Notice of Award issued	5	26,400.00	132,000.00

(Amount in Words) **ONE HUNDRED THIRTY-TWO THOUSAND PESOS** **P 132,000.00**

In case of failure to make full delivery within the time specified above, a penalty of one-tenth (1/10) of (1%) one percent of the total value of these ORDER for each day of delay shall be imposed.

Very truly yours,

Conforme: *(This also serve as your Notice to Proceed)*

  
\_\_\_\_\_  
(Signature over printed name)  
Date: 10/06/23

  
\_\_\_\_\_  
**Filbert Catalino F. Flores III**  
Director, HRAD

Funds Cluster: \_\_\_\_\_  
Funds Available: \_\_\_\_\_

  
\_\_\_\_\_  
**Donje Q. Esguerra**  
Director, FMD

ORS/BURS No.: 02-202412-2023-04-003033  
Date of the ORS/BURS: SEPT. 26, 2023  
Amount: P 132,000.00

SECURITIES AND EXCHANGE COMMISSION  
FINANCIAL MANAGEMENT DEPT  
BUDGET & FISCAL DIVISION

21 SEP 2023  
RECEIVED  
By: TJL Time: 3:16pm