



PURCHASE ORDER

SECURITIES AND EXCHANGE COMMISSION

The SEC Headquarters, 7907 Makati Ave., Salcedo Village, Bel-Air, 1209 Makati City

Telefax No. 8818-5330

Supplier : **GRAFIQ ADVERTISING SYSTEM CORP.**
Address : **124-A Scout Limbaga, Brgy. Sacred Heart, Quezon City**
Tel No. : _____

P.O. No. : **2024-1-004**
Date : **January 29, 2024**
Mode of Procurement : **NP-SVP**

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

Place of Delivery: **The SEC Headquarters**
Date of Delivery: _____

Delivery Term: : **30 CD**
Payment term: : **30 CD**

Item No./ Stock No.	Unit	DESCRIPTION	Qty	Unit Cost	Amount
	set	Supply and Delivery of Stanchion Posts with Signage Holder ***** As per attached supporting documents: a. BAC Resolution No. 2024-012 b. Signed Notice of Award dated 26 January 2024 Forming part of this PO are the Schedule of Requirements Technical Specifications, Terms and Conditions, the bid and Notice of Award issued	20	4,267.20	85,344.00

(Amount in Words) **Eighty Five Thousand Three Hundred Forty-Four Pesos** **P 85,344.00**

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)**

FILBERT CATALINO F. FLORES III
Director, HRAD

Aileen Toling
(Signature over printed name)
February 2, 2024
Date

Funds Cluster: **OSA**
Funds Available: **85,344.00**

DONNIE Q. ESGUERRA
Director, FMD ✓

ORS/BURS No.: **02-2024-01-000315**
Date of the ORS/BURS: **January 30, 2024**
Amount: **P 85,344.00**