



PURCHASE ORDER

SECURITIES AND EXCHANGE COMMISSION

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

Telefax No. 8818-5330

Supplier : **D.E. CURTAIN SHOP**
Address : **Unit 10 JP Laurel St., Novaliches, Quezon City**
Tel No. :

P.O. No. : **2024-1-11**
Date : **February 26, 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: : **15 CD**
Payment term: : **30 CD**

Item No./ Stock No.	Unit	DESCRIPTION	Qty	Unit Cost	Amount
		Supply and Delivery of:			
	pc	Tumblers	300	402.00	120,600.00
	pc	Lanyard	200	75.00	15,000.00
	set	Mugs with Lid	200	180.00	36,000.00
	pc	Flash Drive	200	243.00	48,600.00

As per attached supporting documents:					
a. BAC Resolution No. 2024-029					
b. Signed Notice of Award dated 22 February 2024					
Forming part of this PO are the Schedule of Requirements					
Technical Specifications, Terms and Conditions, the bid					
and Notice of Award issued					

(Amount in Words) **Two Hundred Twenty Thousand Two Hundred Pesos** **P 220,200.00**

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 serves as your Notice to Proceed)**

MARLON H. ESPIRITU
(Signature over printed name)
March 4, 2024
Date

Ricky M. Abundo
Officer-in-Charge, HRD

Funds Cluster: **USA**
Funds Available: **220,200.00**

DONDIE Q. ESGUERRA
Director, FMD

ORS/BURS No.: **02-106412-2024-02-000586**
Date of the ORS/BURS: **February 28, 2024**
Amount: **P 220,200.00**