

PURCHASE ORDER

ILOILO SCIENCE AND TECHNOLOGY UNIVERSITY

Burgos St., LaPaz, Iloilo City

DOC # 50915

Supplier : **MAKINAUGALINGON PRINTER & BOOKBINDER**

P.O. No. : 2023-01-005

Address : Lopez Jaena St., Baluarte, Molo Iloilo City

Date : January 6, 2023

TIN : 102-270-337-000

Mode of Procurement :

Small Value Procurement

Gentlemen:

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

Place of Delivery : Burgos Street, La Paz, Iloilo City

Delivery Term :

20 working days after receiving the final layout

Date of Delivery :

Payment Term :

CHARGE

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	pcs	Brochure, Gender-Fair Language Brochure Size: 8.5 x 11 Materials: c2s# 80lbs Colored back to back print, 2 folds, 3 panels	3000	3.70	11,100.00
2	pcs	Planner Booklet, Planner 2023 Booklet Size: 6" x 9" Number of sheets: 32 sheets included the cover (pages back to back) Cover Materials: c2s# 200 lbs , colored All Inside Materials: Book 60lbs, 32 colored all included cover Binding: Center Staple	650	49.00	31,850.00
3	pcs	OSAS Scholarship Information Booklet Scholarship Information Booklet Size: ½ of A4- folded size Cover Material: kk 130lbs, Colored All Inside Material: c2s # 80 lbs, Colored No. of sheets : 16 sheets all include cover (pages back to back) Binder: Center Staple <i>After Sales Services: 7 working days after the delivery</i> **** Nothing to Follows**** For official use as advocacy materials of the University Gender Center Requested by: Emily A. Dela Cruz	500	59.90	29,950.00
Total					72,900.00

(Total Amount in Words): Seventy-Two Thousand Nine Hundred Pesos Only

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed on the undelivered item/s.

Conforme:

**MAKINAUGALINGON PRINTER &
BOOKBINDER**

Name of Supplier

Jan. 30, 2023

Date _____

Very truly yours,

GABRIEL M. SALISTRE, JR., D.I.T

VP for Admin and Finance

IAN 17 2023

Date _____

Fund Cluster :

ten

Funds Available :

ORS/BURS No.: 2023 01- 0078

Date of the ORS/BURS: _____

Amount : 72,900.00

JESSICA M. GENZOLA

Accountant IV