

PURCHASE ORDER
DBM - GPPB-TSO
Entity Name

Supplier : KHEMZ OFFICE AND EQUIPMENT TRADING	P.O. No. : PO-CDDA-2025-039
Address : SAN ISIDRO, RODRIGUEZ, RIZAL	Date : 03-Dec-25
TIN : 336-282-491-000	Mode of Procurement : Section 34: Small Value Procurement of the IRR of RA No. 12009 (NGPA)

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

Place of Delivery : GPPB-TSO Building, Commonwealth Avenue, UP Diliman Campus, Quezon City	Delivery Term : <u>Please see condtions below.</u>
Date of Delivery : 5 December 2025	Payment Term : The GPPB-TSO shall pay the supplier the actual amount net of taxes in a send bill arrangement. Payment shall be made within thirty (30) calendar days from the submission of billing statement and completion of the deliverables and issuance of Certificate of Inspection and Acceptance, as may be applicable. Please see other conditions below.

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
	pcs	Customized Journal Notebook with Pull Out Flash Drive Magnetic Lock and Built-In with 10,000 mAh Powerbank Requirements: I. Specifications a. PU leather cover with magnetic closure b. Built In 10,000 mAh Power bank capable for Wireless and Wired Charging c. Color: Black d. Pull-Out Flashdrive with at least 16 gigabyte storage capacity e. With at least 90 refillable sheets of lined paper f. With Gel/sign Pen g. With logo customization on cover g. Corporate Hard Box made of eco-friendly material with logo customization and White Ribbon h. USB Connector, IOS Connector, Micro Connector Others: A prototype/sample must be submitted before mass production and at least two revisions must be allowed, costs related thereto must be incorporated into the bid amount. Terms of Payment: The GPPB-TSO shall pay the supplier the actual amount net of taxes in a send bill arrangement. Payment shall be made within thirty (30) calendar days from the submission of billing statement and completion of the deliverables and issuance of Certificate of Inspection and Acceptance, as may be applicable. *****nothing follows*****	250	Php 1,400.00	Php 350,000.00

(Total Amount in Words) **THREE HUNDRED FIFTY THOUSAND PESOS ONLY** **Php 350,000.00**

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.

Contract may be terminated, in whole or in part, at anytime for the convenience of the Government upon thirty (30) days' written notice, if determined the existence of conditions make the project implementation economically, financially or technically impractical and/or unnecessary, such as, but not limited to, fortuitous event/s or changes in law, and national government policies.

Conforme:


IAN KHEM R. CASIDO

Very truly yours,


MARIA LORA T. ALVAREZ-HORTILLAS

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Signature over Printed Name of Supplier

IAN KHEM R. CASIDO

Date

12/04/2025

Signature over Printed Name of Authorized Official

Chief, Capacity Development Division - A

Designation

Fund Cluster : 01Funds Available Php350,000.00For HARRY A. CURAZA

Signature over Printed Name of Accountant IV

ORS/BURS No. : _____

Date of the ORS/BURS: _____

Amount : _____