



PORO POINT MANAGEMENT CORPORATION
A member of the Bases Conversion and Development Authority



PURCHASE ORDER

PO Number **PO001292**

TO: RPD CHEM ENTERPRISES 73E 12th Ave., Socorro, Cubao, Quezon City		DELIVER/SHIP TO: Poro Point Management Corporation Gov. Joaquin L. Ortega Avenue Poro Point Freeport Zone, Poro San Fernando, La Union 2500	
Contact Name: Tel No.: 02-8556-2711 TIN: 416-681-024-000		Contact Name: Tel No.: 0722424016 Fax No.: 0722420683 TIN: 005853269	

PO Date of Approval	PR No.	Requesting Department	Mode of Procurement	Date of Delivery	Delivery Term	Payment Term
2/16/2024	PR No. 0001292	HR and Administration	Shopping	15 WD upon receipt of Purchase Order	-	CREDIT 30

Item	Quantity	Unit	Description	Unit Cost	Amount
1	20.00	KILO	CLOTH rags	90.00	1,800.00
2	48.00	BOTTLE	DISINFECTANT SPRAY, 340 gms - w/ SDS. The supplier shall supply products which do not contain ethylene-diamine-tetra-acetate (ETDA) nor alkylphenol ethoxylates (APEO)	350.00	16,800.00
3	5.00	PIECE	DUST PAN metal	150.00	750.00
4	24.00	CAN	FURNITURE CLEANER -s/ SDS	340.00	8,160.00
5	5.00	PAIR	GLOVES latex	60.00	300.00
6	10.00	PAIR	GLOVES cotton	45.00	450.00
7	20.00	PIECE	MOPHEAD 100% rayon 400 grams	100.00	2,000.00
8	5.00	PACK	TABLE NAPKIN, 350's folded cut	80.00	400.00
9	5.00	PIECE	TRASH CAN, plastic	130.00	650.00

NOTE: 1ST QUARTER JANITORIAL SUPPLIES FOR CY 2024

PESOS:	THIRTY ONE THOUSAND THREE HUNDRED TEN AND 00/100 PESOS ONLY	31,310.00
---------------	--	------------------

Note: Please attach the original copy of this order together with the DELIVERY RECEIPT and SALES INVOICE in the triplicate.

FUNDS AVAILABLE

Lenima B. Judan
Finance Manager

Abigail O. Bernalta
Budget Officer

Recommended by:

Maria Victoria De Guzman - Soriano
Vice President for HR and Administration

Approved by:

Atty. Felix S. Macario
President and CEO

I hereby certify that I am the authorized representative of the seller/supplier and by affixing my signature on this PO, the seller/supplier is legally bound by the terms and conditions of this PO and all applicable provisions of RA 9184 and its revised IRR and other related laws and governmental rules and regulations.

I further certify that the above goods with the corresponding prices, including the Request for Quotation (RFQ), are inclusive of all taxes, freight, insurance and all other incidental expenses necessary for its delivery to PPMC.

PPMC has the right to unilaterally cancel this Purchase Order (PO) if seller/supplier fails to deliver within 30 days from receipt of the PO the goods stated herein. However, if seller/supplier wish to deliver such goods after the 30-day period, seller/supplier shall request PPMC in writing to do so and if PPMC may grant such request likewise in writing, seller/supplier shall pay PPMC one tenth of one percent per day of delay of the total cost of such goods.

CONFORME:

LYVIAN S.V MADRID
SALES REPRESENTATIVE

Date Received:

FEBRUARY 20, 2024

Printed Name and Signature of Authorized Representative

PMR NO. 24-02-24

