



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



# PURCHASE ORDER

PO Number **PO001353**

**TO:**

**SMALLGIANT CONSUMER GOODS TRADING**  
Lot 2D (Lot 2 Block 8) Monterey Hills Sub.,  
Silangan, San Mateo

Contact Name:

Tel No.:

TIN:

243-239-363-0000

**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.:

Fax No.:

TIN:

0722424016

0722420683

005853269

COMMISSION ON AUDIT REGION 1  
Office of the Auditor-CGS 7A Team 3

**RECEIVED**

DATE: 5/7/2024

PO Date of Approval	PR No.	Requesting Department	Mode of Procurement	Date of Delivery	Delivery Term	Payment Term
4/30/2024	PR NO.0001356	HR and Administration	Shopping	15 WD upon receipt of P.O.	-	COD
Item	Quantity	Unit	Description	Unit Cost	Amount	
1	10.00	PIECE	BROOM HARD (stick, tingting)	35.00	350.00	
2	30.00	PACK	DETERGENT, powder 1000 g	88.00	2,640.00	
3	20.00	BOTTLE	FABRIC CONDITIONER, 250ml	65.00	1,300.00	
4	5.00	GALLON	FLOOR WAX, natural	1,100.00	5,500.00	
5	5.00	BOTTLE	GLASS CLEANER, 500ml	135.00	675.00	
6	5.00	PIECE	GLOVES, latex	120.00	600.00	
7	10.00	PAIR	GLOVES, cotton	55.00	550.00	
8	10.00	PIECE	MOPHEAD, 100% rayon 400 grams	98.00	980.00	
9	50.00	BOTTLE	SOAP, 250ml dishwashing liquid	39.00	1,950.00	
10	40.00	BOTTLE	SOAP, liquid, anti-bacterial (hand soap)	99.00	3,960.00	
11	72.00	BOTTLE	TOILET BOWL AND URINAL CLEANER	99.00	7,128.00	
12	10.00	PIECE	TOILET BOWL BRUSH	54.00	540.00	
13	50.00	PACK	TRASH BAG Medium	25.00	1,250.00	

NOTE: JANITORIAL SUPPLIES 2ND QTR CY2024

PESOS: TWENTY SEVEN THOUSAND FOUR HUNDRED TWENTY THREE AND 00/100 PESOS ONLY

27,423.00

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

FUNDS AVAILABLE:

Lenima B. Sudan  
Finance Manager

Abigail Q. Peralta  
Budget Officer

Recommended by:

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

Approved by:

Atty. Felix S. Racalio

President and CEO APPROVED: 5/2/2024, m.c.

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:

RANIEL COTIERREZ

Date Received:

05/03/2024

Printed Name and Signature of Authorized Representative

PMR NO. 24-04-27