



# PURCHASE ORDER

PO Number PO001412

<b>TO:</b> REBB HOUSEKEEPING SUPPLIES 34 Blake St., Filinvest 2, Batasan Hills Quezon City  Contact Name: Tel No.: 02 86681913 TIN: 175-770-160	<b>DELIVER/SHIP TO:</b> Poro Point Management Corporation Gov. Joaquin L. Ortega Avenue Poro Point Freeport Zone, Poro San Fernando, La Union 2500 Contact Name: Tel No.: 0722424016 Fax No.: 0722420683 TIN: 005853269
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8/19/2024  
*[Signature]*

PO Date of Approval	PR No.	Requesting Department	Mode of Procurement	Date of Delivery	Delivery Term	Payment Term
7/30/2024	PR NO. 0001410	HR and Administration	Shopping	Upon receipt of payment	-	COD

  

Item	Quantity	Unit	Description	Unit Cost	Amount
1	50.00	BOTTLE	SOAP, liquid, anti-bacterial w/ SDS	110.00	5,500.00

NOTE: Janitorial Supplies for 3rd Quarter CY 2024

PESOS: FIVE THOUSAND FIVE HUNDRED AND 00/100 PESOS ONLY	5,500.00
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Note: Please attach the original copy of this order together with the DELIVERY RECEIPT and SALES INVOICE in the triplicate.

FUNDS AVAILABLE:

*Lenina B. Sudan*  
Finance Manager  
*Abigail Q. Peralta*  
Budget Officer

*Janitorial supplies*

Recommended by:  
*Maria Victoria De Guzman Soriano*  
Vice President for HR and Administration

*Atty. Felix S. Racadio*  
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.

Date Received: *August 2, 2024*

CONFORME: *[Signature]*  
**DAVIN M. GUANTES**  
Printed Name and Signature of Authorized Representative

PMR No 24-07-17