



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



# PURCHASE ORDER

PO Number PO001631

COMMISSION ON AUDIT REGION I  
Office of the Auditor-CGS 7A Team B

**TO:**

GILCOR PRINTING PRESS  
15 SAN PONCIANO ST.  
BRGY CULIAT TANDANG SORA  
QUEZON CITY  
Contact Name:  
Tel No.: 09451995599  
TIN: 137-400-420-000

**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.: 0722424016  
Fax No.: 0722420683  
TIN: 005853269

**RECEIVED**

DATE: 6/11/2025

PO Date of Approval	PR No.	Requesting Department	Mode of Procurement	Date of Delivery	Delivery Term	Payment Term
3/3/2025		Office of the President	NP 53.9 Small Value Procurement	As stipulated below	-	CREDIT 30
Item	Quantity	Unit	Description	Unit Cost	Amount	
1	200.00	PIECE	<u>FYERS</u> - 1 SIDE PRINT, A4 SIZE, FULTONE PLATED, FOLCOTE CAL 12****4 FILES, 50 PCS EACH (TO BE DELIVERED ON OR BEFORE MARCH 18, 2025)	48.00	9,600.00	
2	500.00	PIECE	<u>BROCHURE</u> - A4 SIZE, 3 FOLDS, 3 PANELS, BACK TO BACK, 113 GSM, C2S (TO BE DELIVERED ON MARCH 7, 2025)	34.75	17,375.00	
3	1.00	LOT	<u>BUSINESS CARD</u> - FULTONE PLATED, SIZE 3.5"X 2", COLORED PRINT, FRONT PRINT, <u>100 PCS</u> FOR PRESIDENT & CEO, <u>100 PCS</u> FOR VP OF INFRASTRUCTURE, <u>100 PCS</u> FOR BUSINESS DEVELOPMENT MANAGER (TO BE DELIVERED ON MARCH 7, 2025)	2,124.00	2,124.00	
4	40.00	PIECE	<u>EXECUTIVE CORPORATE JACKET</u> , ASSORTED SIZES (MEDIUM TO 5XL) WATER REPELLANT, POLYESTER FIBER, ZIPPER, UNISEX, BLACK, BROWN, BLUE WITH EMBROIDER PPMC LOGO (TO BE DELIVERED ON MARCH 18, 2025)	748.00	29,920.00	

NOTE: MARKETING AND PROMOTION COLLATERALS

PESOS: FIFTY NINE THOUSAND NINETEEN AND 00/100 PESOS ONLY

59,019.00

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

Ms. Clarisse Joy N. Jucutan  
OIC -Budget Officer

Recommended by:

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

Approved by:

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.

CONFORME:

EDWARD CONRAD P. MARAMBA

Date Received:

March 4, 2025

Printed Name and Signature of Authorized Representative

PMR NO. 25-03-01