



PURCHASE ORDER

SECURITIES AND EXCHANGE COMMISSION

The SEC Headquarters, Makati Ave., Salcedo Village, Bel-Air, 1209 Makati City

Telefax No 8818-5330



Supplier : Business Machines Corporation	Date : 2024-01-051
Address : #1885 Orense St., Guadalupe Nuevo, Makati City	Date : June 5, 2024
Tel No. : 02-8882-3355	Mode of Procurement: Shopping- 52.1 (b)

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

Place of Delivery: SEC HEAD OFFICE	Delivery Term: 15 CD
Date of Delivery: _____	Payment term: 30 CD

Item No./ Stock No.	Unit	DESCRIPTION	Qty	Unit Cost	Amount
		Supply and Delivery of Various Genuine Brother Toners TN-269:			
	pcs	Black	32	Php 3,390.00	108,480.00
	pcs	Cyan	16	Php 3,390.00	54,240.00
	pcs	Yellow	16	Php 3,390.00	54,240.00
	pcs	Magenta	16	Php 3,390.00	54,240.00

As per attached supporting documents:
a. BAC Resolution on Award No. 2024-097
b. Signed Notice of Award dated 04 June 2024
Forming part of this PO are the Schedule of Requirements, Technical Specifications, Terms and Conditions, the bid, and Notice of Award issued

(Amount in Words) **TWO HUNDRED SEVETY-ONE THOUSAND TWO HUNDRED PESOS** P 271,200.00

In case of failure to make full delivery within the time specified above, a penalty of one-tenth (1/10) of (1%) one percent of the total value of these ORDER for each day of delay shall be imposed.

Very truly yours,

Conforme: *(This also serve as your Notice to Proceed)*

MYLOU PALALAN
(Signature over printed name)
June 19, 2024
Date

VINCENT G. CAÑARES
Director, MSD

Funds Cluster: <u>OSA</u>	ORS/BURS No.: <u>02-2024-024-06-000002</u>
Funds Available: <u>271,200.00</u>	Date of the ORS/BURS: <u>June 14, 2024</u>
	Amount: <u>P 271,200.00</u>

Dondie Q. Esguerra
Director, FMD