



Kaagapay ng Komunidad sa Maginhawang Pamumuhay

PURCHASE ORDER

Supplier:	S.D. Leal Graphics	P.O. No.:	2025-04-073
Address:	2195-F YSL BLDG. LEVERIZA ST.	Date:	04/15/2025
TIN:	165-075-259-0000	P.R. No.:	2024-05-521
Mode of Procurement:	Negotiated Procurement	Date:	05/29/2024

Gentlemen:

Please furnish this Office the following articles subject to terms and conditions contained herein.

Place of Delivery:	MAKATI CITY	Delivery Term:	FOB Destination
Date of Delivery:	WITHIN FIFTEEN (15) WORKING DAYS FROM RECEIPT OF FINAL APPROVAL OF PROOF AND APPROVED PO. REJECTED PRINTS SHOULD BE REPLACED WITHIN 5 WORKING DAYS. NON-REPLACEMENT WILL MEAN DEDUCTION OF THE COST OF REJECTED PRINTS FROM TOTAL PROJECT.	Payment Term:	15 working days upon complete delivery

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
A-000-640	pc	<p>Printing Services - Tarpaulin/Newsletter/Annual Report/ etc.-Printing of 2023 Corporate Annual Report</p> <p>Specifications:</p> <ul style="list-style-type: none"> 1. Booklet type - full color - 80 pages, including front and back cover - spot UV & matte lamination - perfect binding - size (finish): 8.25x11in; (spread): 16.5inx11in Stock: C2S#220 cover; C2S #110 inside 2. Envelope - size fits 8.25in x 11in AR - Stock: Book#80 - With colored SHFC logo <p>Proofing:</p> <ul style="list-style-type: none"> - Should be delivered to SHFC five (5) working days after receipt of digital file; maximum of 2 proofs to proceed <p>Delivery:</p> <ul style="list-style-type: none"> - Within fifteen (15) working days from receipt of final approved proof: - Rejected prints should be replaced within 5 days - Non-replacement will mean deduction of the cost of rejected prints from total project 	250	374.00	93,500.00
Total Amount in Words: NINETY THREE THOUSAND FIVE HUNDRED AND 00/100 ONLY					93,500.00

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In case of failure to make the full delivery within the time specified above, a penalty of one - tenth (1/10) of one percent for every day of delay shall be imposed. Note: This is to approve the BAC recommendation (BAC Reso No. 062, S. 2025) for the use of Alternative Mode of Procurement under sec. 53, 53.9 of IRR of RA9184 and award of contract to above mentioned supplier.

According to BIR Revenue Regulations No. 017-2024, the final settlement requires the presentation of an updated BIR tax clearance. Non-submission of a tax clearance entitles SHFC to suspend payment for any goods or services delivered.

Conforme:

Very truly yours,



ATTY. LEO B. DEOCAMPO

Authorized Official

Signature over Printed Name of Supplier

Date

Funds Available:



DANTE M. ANABE

Chief Accountant



April 25, 2025