



PURCHASE ORDER
PHILIPPINE RETIREMENT AUTHORITY
 29/F BDO Towers Valero, (Formerly Citibank Tower),
 Paseo de Roxas, Makati City

Supplier :	LAMBERT TRADING	P.O. No. :	2024 - 10 - 253		
Address :	Quezon St Marcos District, Talavera, Nueva Ecija	Date :	October 18, 2024		
TIN :	220-834-592-000	Mode of Procurement :	SHOPPING		
Gentlemen: Please furnish this Office the following articles subject to the terms and conditions contained herein:					
Place of Delivery : <u>29th Flr BDO Towers Valero, Paseo De Roxas, Makati City</u>				Delivery Term : 30 WD (upon receipt of PO)	
Date of Delivery : Please refer to Delivery Term				Payment Term : 15 WD	
Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
		1 lot Various Office Supplies			-
		<i>items:</i>			
	bxs	Folder Expandable, 14pts, GREEN color, Legal size	15	1,235.00	18,525.00
	pcs	Corrugated Box, store all sizes	100	126.00	12,600.00
	bxs	Fastener, plastic	100	33.25	3,325.00
	packs	Folder Tagboard, 14pts, YELLOW color, Legal size	5	595.00	2,975.00
	reams	Multicopy Paper, A3, 80gsm	5	392.00	1,960.00
	pcs	Marker, permanent, Black	72	36.50	2,628.00
	roll	2-ply Jumbo Roll Bathroom Tissue	60	130.00	7,800.00
	pcs	Stamp Pad,	50	31.00	1,550.00
	pcs	Black Pad Polishing and Stripping Pad, size 16"dia	3	1,145.00	3,435.00
		*** nothing follows ***			
					54,798.00
(Total Amount in Words) Fifty Four Thousand Seven Hundred Ninety-Eight Pesos Only					
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 on the undelivered item/s.					
Conforme:			Very truly yours,		
LORAINA A. MALUBAG			ROBERTO L. ZOZBRADO		
Signature over Printed Name of Supplier			Signature over Printed Name of Authorized Official		
Date			General Manager/HoPE		
			Designation		
Fund Cluster : Internally Generated Fund			ORS/BURS No. : _____		
Funds Available : ₱ 2,666,312.27			Date of the ORS/BURS: _____		
REMEGIO P. ABAIGAR			Amount : _____		
Signature over Printed Name of Chief Accountant/Head of Accounting Division/Unit					