



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

Supplier :	INNOVATION PRINTSHOPPE INC.	P.O. No. :	2024 - 09 - 224
Address :	2224-2225 APM Bldg, Concha ST. San Andres, Manila	Date :	September 19, 2024
TIN :	004-591-735-000	Mode of Procurement :	<u>SMALL VALUE</u> <u>PROCUREMENT</u>

Gentlemen:

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

Place of Delivery : 29th Flr BDO Towers Valero, Paseo De Roxas, Makati City		Delivery Term : 30 WD (upon receipt of PO and/or approval of sample)			
Date of Delivery : Please refer to Delivery Term		Payment Term : 15 WD			
Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
	pcs	<b>PRA FLYERS, English</b>	10000	2.25	<b>22,500.00</b>
		<i>specifications:</i>			
		size: 14.5cm (W) x 21cm (H)			
		stock: C2S 140, white			
		print: colored, back to back, glossy			
		<i>quantity:</i>			
		4000 pcs - BE A MARKETER			
		3000 pcs - BE A MERCHANT PARTNER			
		3000 pcs - BE A RETIREMENT FACILITY			
		*** nothing follows ***			
					<b>22,500.00</b>

**(Total Amount in Words)**

Twenty Two Thousand Five Hundred 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,

**JUDY PADILLA****ROBERTO A. ZOZOBRAO**

Signature over Printed Name of Supplier

Signature over Printed Name of Authorized Official

General Manager/HoPE

Date

Designation

**Fund Cluster : Internally Generated Fund**Funds Available : P15,109,741.72

ORS/BURS No. : \_\_\_\_\_

Date of the ORS/BURS: \_\_\_\_\_

Amount : \_\_\_\_\_

**RENECITO P. ABAIGAR**

Signature over Printed Name of Chief Accountant/Head of Accounting Division/Unit