

**PURCHASE ORDER**

Supplier : RBHC Courier Service  
Address : 3190 F. Roxas St., Brgy. 892 Sta. Ana, Manila  
TIN : 219 962 955 000

P.O. No. : 2022.04.066  
Date : April 4, 2022  
Mode of Procurement : Small Value Procurement

Gentlemen:

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

Place of Delivery: TPB OFFICE  
Date of Delivery: Within 30 calendar days from pick up of items

Delivery Term: 30 calendar days from pick up of items  
Payment term: 30 Days

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
	lot	<p>Packaging and Door to Door Courier Service of Corporate Giveaways to various consignees relative to Asia Pacific Incentives and Meeting Event (AIME).</p> <p>The scope of work and services are enumerated in the attached Request for Quotation No. 2022.03.064 and a Bid Quotation submitted by RBHC Courier Service. The copy of Request for Quotation No. 2022.03.064 and the Bid Quotation submitted by RBHC Courier Service is attached herewith and shall form as integral parts of this Purchase Order.</p>	1	10,000.00	P 10,000.00


(Total Amount in words): **Ten Thousand Pesos** 10,000.00

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:

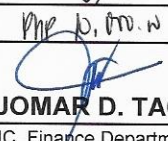
Very truly yours,

\_\_\_\_\_  
Signature over Printed Name of Supplier

  
\_\_\_\_\_  
Signature over Printed Name of Authorized Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
OIC, Administrative Department  
Designation

Fund Cluster: 03  
Funds Available: One P. 000.00  
  
**JOMAR D. TAGAO** 4/5/22  
\_\_\_\_\_  
OIC, Finance Department

ORS/BURS No. : \_\_\_\_\_  
Date of the ORS/BURS: \_\_\_\_\_  
Amount : \_\_\_\_\_