

PURCHASE ORDER

Department of Social Welfare and Development
Field Office VII



cor. MJ Cuenco Ave. & Gen. Maxilom Ave., Cebu City Tel. # 2330261, 2338785 Fax # 4129908, 2321192

Supplier: SMART COMMUNICATIONS, INC.	PO No. DSWD7-2019-AMP-327A
Address: Juan Luna Ave., Mabolo, Cebu City	Date: 07/18/2019
Contact No.: Glenn C. Candia	Mode of Procurement: Direct Contracting
Contact Person: (032) 2316000/2316100 / 09209174282	TIN: 413-574-771-000

Gentlemen:

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

Place of Delivery:	DSWD FO VII, Cebu City	Delivery Term:	Monthly		
Date of Delivery:		Payment Term:	within 30 calendar days after the receipt of Billing Statement		
Stock No.	Unit	Description	Quantity	Unit Cost	Amount
	lot	Provision of Communication Load Credits (SMART BIZLOAD) through Automatic Loading System for the Fourth Quarter of CY 2019	1		586,800.00
		Denomination per month x 3 months:			
	staff	1,500	1	1500.00	4,500.00
	staff	900	11	900.00	29,700.00
	staff	600	20	600.00	36,000.00
	staff	550	195	550.00	321,750.00
	staff	500	16	500.00	24,000.00
	staff	300	188	300.00	169,200.00
	staff	200	2	200.00	1,200.00
	staff	150	1	150.00	450.00
		SCOPE OF WORK			
		1. Network Compatibility: Smart, Talk n Text and Sun			
		Denomination: 100, 150, 200, 300, 500, 550, 600, 900, and 1500			
		Loading Preference: Manual Top Ups/Load on Demand, Scheduled Loading (Daily, Weekly, Bi-Monthly, or Monthly)			
		Loading Process: Single, Multiple, Batch			
		Reporting Requirement: Real-time, Can be exported to Excel File; Audit Trail			
		Load Sharing: Not applicable			
		2. Payment Term is Load First - Pay Later Scheme / Postpaid			

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
		<p>3. The Service Provider shall load the system a fixed amount at least seven (7) working days prior to the 1st day of each quarter upon request by the Field Office and receipt of a Purchase Order (PO) signed by the Regional Director or her authorized representative.</p> <p>4. The Service Provider shall give free training to the designated personnel who will administer the system to ensure proper use and smooth operation of the SMART Bizload.</p> <p>5. The Service provider agrees to provide the Field Office the following:</p> <ul style="list-style-type: none"> • Minimum of 6% discount per Letter of Purchase forwarded to Smart by the Field Office; • A control feature that ensures non-duplication of load on the same number or MIN on the same date; and • Log reports to track activities of the Administrator, as well as an Audit Trail report. • A unique PIN, aside from the password, as a security feature of the System <p>6. In times of emergency situation/disaster operations, or as needed, the Service Provider agrees to immediately load the system upon submission of a P.O. (even via e-mail or fax) duly signed by the Regional Director or her authorized representative.</p> <p>Purpose: Communication Loads to DSWD FO VII staff for the Fourth Quarter CY 2019</p> <p>(Ref: PR No. DSWD7-2019-0236 et.al.)</p>			
				Gross Amt.	586,800.00
			Less:	5%	26,196.43
				1%	5,239.29
				Net of tax	555,364.29
(Total Amount in Words)		Five Hundred Fifty Five Thousand Three Hundred Sixty Four Pesos and 29/100			
<p>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.</p>					
Conforme:			Very truly yours,		
	Signature over Printed Name of Supplier			GRACE O. SUDONG OIC - Assistant Regional Director for Administration	
	Date	9/4/19		9/3/19	
Funds Available:		LOUIE RAY C. VILLARIN, CPA Regional Accountant		ALOBS No. : _____	
				Amount : _____	

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