

PURCHASE ORDER



Department of Social Welfare and Development
Field Office VII, Cebu City

Supplier: LBC EXPRESS, INC.	PO No. DSWD7-AMP-2022-033
Address: GENERAL AVIATION CENTER, DOMESTIC ROAD, PASAY CITY (HEAD OFFICE)	Date: 2/10/2022
Contact No.: 316-8948/09228491767	Mode of Procurement: Small Value Procurement
Contact Person: CLYDE A. CHIONG	TIN: 000-782-140-000

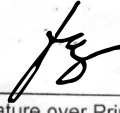
Gentlemen:
Please furnish this Office the following articles subject to the terms and conditions contained herein:

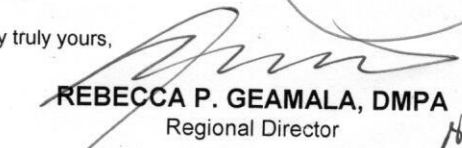
Place of Delivery: DSWD FO VII, Cebu City	Delivery Term: February 2022 to December 2022
Date of Delivery:	Payment Term: within 30 calendar days after receipt of Billing/Sl/DR

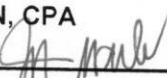
Stock No.	Unit	Description	Quantity	Unit Cost	Amount
	lot	POSTAGE & COURIER SERVICES Requirements 1. Nationwide postage and courier services for documents/records 2. Documents for mailing to be picked up at DSWD Field Office VII located at cor. M.J Cuenco and General Maxilom Avenues Cebu City 3. Pick up period is during Tuesdays and Thursdays at 3:00 PM 4. In case pick up day will fall on a holiday/special non-working holiday, service provider to pick-up mails during the next working day. 5. In case of urgent matters, DSWD Field Office VII can make a request call to service provider to pick up mails anytime of the day from Mondays to Saturdays 6. Mailing will be packed on either of the following three (3) parcels depending on the volume of the documents: a. Small b. Medium c. Large 7. Bill DSWD FOVII every end of the month 8. Payment will be within 30 working days upon receipt of billing statement. 9. The contract will end or stop when the ABC has been depleted/consumed on or before December 31, 2022 or regardless of any remaining balances of the ABC on December 31, 2022, the contract will still end or stop. 10. Aside from determining the service provider's compliance to technical capability, financial compliance shall also be determined through the average price of the mailing parcels and coverage as basis for the Lowest Calculated and Responsive Quotation. ABC will be the contract amount. Parameter of Serviceable Coverage: 11.a. Small- Php95.00 11.b. Medium - Php120.00 11.c. Large - Php150.00 Parameter of Out of Town Coverage: 10.d.Small - Php120.00 10.e. Medium - Php140.00 10.f. Large Pgp155.00 11. Avarega Price = sum of the quoted price of serviceable coverage plus sum of the quoted price of out of town coverage over six (6) Purpose: For mailing services of DSWD VII for the year 2022. (Ref: PR No.: DSWD7-22-0054)	1	80,000.00	80,000.00

(Total Amount in Words) Eighty Thousand Pesos	Net of tax	80,000.00
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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.

Conforme: 
 Clyde A. Chiong
 Signature over Printed Name of Supplier
 Feb. 16, 2022
 Date

Very truly yours,

REBECCA P. GEAMALA, DMPA
 Regional Director

Funds Available:	LOUIE RAY CIVILLARIN, CPA Regional Accountant 	ALOBS No.: _____ Amount : _____
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