Republic of the Philippines
OFFICE OF THE SOLICITOR GENERAL
134 Amorsolo St., Legaspi Village
Makati City

PURCHASE ORDER

Supplier: **WORK HABITS TRADING**
Address: Blk 1 Lot 5B Dandelion Street Greenwoods Executive Village
Cainta, Rizal
TIN: 204-254-691-000
Account No.: 1461-1182-55 Bank: LBP - Katipunan Branch
Telephone: 8642-3716 Fax workhabitstrading@gmail.com

P.O. # **022-09-132**
Date: September 19, 2022
Mode of Procurement: Small Value Procurement 53.9

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

Place of Delivery: **OFFICE OF THE SOLICITOR GENERAL**

Delivery Term: w/n thirty (30) working days upon approval of sample

Date of Delivery:

Payment Term: w/in thirty (30) days upon final acceptance and inspection (Bank to Bank)

Stock No.	Unit	Description	Qty.	Unit Cost	Amount
		Procurement of:			
	pieces	**Customized Legal Internship Program's Jacket:** Textile: Micro Fiber Color: Charcoal Gray Print Embroidered: Front (Left Chest): OSG Logo (Plain White) Back (White text): 'Office of the Solicitor General (Tudor SSI font) Pockets: Two (2) pockets (left and right on both sides) Wrist and Collar: Refer to the approved sample Sizes: Small: 12 pieces Medium: 25 pieces Large: 22 pieces XL: 8 pieces 2XL: 6 pieces 3XL 3 pieces Total: 76 pieces *General Specification: Jacket must be thick and not easily torn or damaged. Zipper must be working and in good condition. No excess thread or discoloration on any parts. Embroidery must be high quality intricate and readable*	76	Php 920.00	Php 69,920.00
Total Amount in Words:		**Sixty Nine Thousand Nine Hundred Twenty Pesos Only**			**Php 69,920.00**

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.

Very truly yours,

JESSICA L. CASTRO
CAO, Administrative Division

Conforme:
THERESA JOY P. ARANETA
(Signature over printed name)
09/29/2022
(Date)

EDITHA R. BUENDIA
Director IV, HRMAS

Funds Available:

ARIEL J. UBIÑA
Chief Accountant

ALOBS: 02-102501-2022-09-062
Amount: ₱ 69,920.00

This is to certify that this procurement was posted at Philgeps in compliance with RA 9184

CHRISTIAN D. BUAT
Admin Assistant I, Administrative Division