



75 YEARS OF BANKING
FOR THE COUNTRY.

DEVELOPMENT BANK OF THE PHILIPPINES

Head Office: Sen. Gil J. Puyat Avenue corner
Makati Avenue, Makati City, Philippines

November 9, 2022

NOTICE OF AWARD

SL RUIZ FURNITURE
[REDACTED]

Attention:

**SUBJECT: AWARD OF PROJECT FOR THE PROCUREMENT OF ONE (1) UNIT EXECUTIVE HIGH
BACK CHAIR FOR DBP BORONGAN BRANCH**

The Manager;

You have been awarded as the Lowest Calculated and Responsive Proposal on the abovementioned project according to the specifications of our Invitation in the amount of **SEVEN THOUSAND NINETY FIVE PESOS ONLY (P7,095.00)**

Please acknowledge agreement with the contents of this Notice of Award by signing under the "Conforme" provided below and return the same within the period stated above.

Thank you.

Very truly yours,

signed
VP HELBERT ANTOINE A. ACHAY
Head, BBG-CEV [REDACTED]

CONFORME:

signed
SL RUIZ FURNITURE

Date: 11-16-2022



**75 YEARS OF BANKING
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DEVELOPMENT BANK OF THE PHILIPPINES

Head Office: Sen. Gil J. Puyat Avenue corner
Makati Avenue, Makati City, Philippines

November 10, 2022

NOTICE TO PROCEED

SL RUIZ FURNITURE

Dear Manager:

The attached Purchase Order (PO) No. 2022-10-31 dated November 10, 2022 in the amount of P7,095.00 having been approved, Notice to Proceed (NTP) is hereby given to **SL Ruiz Furniture** on the following item/s intended for the Development Bank of the Philippines (DBP):

Description	Quantity/Unit
EXECUTIVE HIGH BACK CHAIR	1 UNIT

The item/s shall be delivered within-Five (30) calendar days upon acceptance of the engagement.

Upon receipt of this notice, you shall be responsible for the complete delivery of the item/s under the terms and conditions of the Purchase Order.

Please acknowledge receipt and acceptance of this notice by signing both copies in the space provided below. Keep one (1) copy and return to the DBP-Borongan Branch.

Thank you

Truly yours,

signed

VP HELBERT ANTOINE A. ACHAY
Head, BBG-CEV

ACKNOWLEDGEMENT:

signed

SL RUIZ FURNITURE / 11-16-2022

Signature over printed name / Date



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PURCHASE ORDER

SUPPLIER : SL RUIZ FURNITURE	P.O. No. : 2022-10-31
ADDRESS : [REDACTED]	Date : 11-10-2022
TIN : [REDACTED]	END USER : DBP BORONGAN BRANCH
TEL./FAX No. : [REDACTED]	P.R. No. : 2022-10-31
	MODE OF PROCUREMENT : SMALL VALUE OF PROCUREMENT

Gentlemen:

Please deliver the following article(s), product(s), supplies, or materials listed below, subject to the terms and conditions contained herein:

DESCRIPTION/BRAND/STOCK NO./PRODUCT CODE	QTY.	UNIT	UNIT PRICE	AMOUNT
EXECUTIVE HIGH BACK CHAIR	1	UNIT	P 7,095.00	P 7,095.00
			TOTAL AMOUNT:	P 7,095.00

TOTAL AMOUNT IN WORDS : Seven Thousand Ninety Five Pesos.	DELIVERY TERM : One time delivery
PLACE OF DELIVERY : E. Cinco St., Brgy. C, Borongan City	PAYMENT TERM : In Days
DATE OF DELIVERY : 30 Calendar days upon acceptance of engagement.	COUNTRY OF ORIGIN: Philippines
TIME OF DELIVERY : 10:00AM	

Subject to the following conditions:

- The above prices are inclusive of V.A.T.
- For every day of delay, 1/10 of 1% of the price of the undelivered quantity will be deducted from the total price.
- Items delivered are subject to inspection and acceptance prior to payment.
- When requesting payment, please present your Billing Statement/Statement of Account/Sales Invoice/Charge Slip as the case may be.
- If delivery cannot be completed within the specified date, please return this P.O. stating your reason(s) therefore. Otherwise, we will take necessary action to protect the interest of the DBP.
- This transaction shall be subjected to the specific terms and conditions set forth in the Terms of Reference/Scope of Works/Technical Specifications
- Further, the following documents shall be attached, deemed to form, and read and construed as part of this Purchase Order, to wit:
 - General and Special Conditions of Contract
 - Terms of Reference/Scope of Works/Technical Specifications, and
 - Other contract documents that may be created by existing laws and/or DBP
- For the avoidance of doubt, in the conflict or inconsistency between the above-mentioned documents and this Purchase Order of precedence shall be:
 - The General and Special Conditions of Contract;
 - The Terms of Reference/Scope of Works/Technical Specifications, and
 - This Purchase Order

Processed by : AGNES MADELENE B. BOCO Branch Cashier	We accept the Purchase Order with all its terms and conditions. We certify that we have not given nor do we intend to give any amount of money or gift in any form whatsoever to any official or employee of the DBP for the purpose of securing this P.O. or having the payment hereof expedited. We understand and accept that such acts on our part shall constitute ground for the DBP to revoke this P.O. and cause us to be excluded from further dealings with the bank. signed SL RUIZ FURNITURE (Printed Name of Supplier / Contractor) By: (Duly Authorized Representative)
Checked : JOSEPHINE D. MABULAY Branch Services Officer	
APPROVED : signed VP HELBERT ANTOINE A. ACHAY Head, BBG-CEV	
	SIGNATURE:
	NAME :
	POSITION :
	DATE : 11-16-2022