



Development Bank of the Philippines

PURCHASE ORDER

SUPPLIER : A.P.S. BOOKBINDING SERVICES	P.O. NO. : PO2500168
ADDRESS : 47 D. C. SANTOS ST., UGONG, PASIG CITY	DATE : 6/4/2025
TIN : 244-548-467	END USER : 0110000
TEL./FAX NO. : 6713492/	P.R. NO. : POC52500251
	MODE OF PROCUREMENT : Small Value 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
BOOKBINDING SERVICES, A4 SIZE PRINTOUT	990	BK	350.00	346,500.00
PLEASE REFER TO THE TERMS OF REFERENCE FOR DETAILS AND OTHER CONDITIONS.				
FOR BOOKBINDING OF ORIGINAL MINUTES OF THE MEETINGS OF THE BOARD/BOARD LEVEL COMMITTEES, SUPPORTING PAPERS AND ADMINISTRATIVE ISSUANCES.				
TOTAL AMOUNT:				346,500.00

TOTAL AMOUNT IN WORDS : Three Hundred Forty Six Thousand Five Hundred And XX/100 Pesos Only ***

PLACE OF DELIVERY : DBP HEAD OFFICE	DELIVERY TERM : PER TERMS OF REFERENCE
DATE OF DELIVERY : 30 CALENDAR DAYS AFTER RECEIPT OF ADVICE AND ENDORSEMENT OF BOOKS BY OCS	PAYMENT TERM : STAGGERED
TIME OF DELIVERY : OFFICE HOURS (8:00 AM - 4:30 PM)	COUNTRY OF ORIGIN : Philippines

Subject to the following conditions:

1. The above prices are inclusive of V.A.T.
2. For every day of delay, 1/10 of 1% of the price of the undelivered quantity will be deducted from the total price.
3. Items delivered are subject to inspection and acceptance prior to payment.
4. When requesting payment, please present your Billing Statement/Statement of Account/Sales Invoice/Charge Slip, as the case may be.
5. 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.
6. This transaction shall be subjected to the specific terms and conditions set forth in the Terms of Reference/Scope of Work/Technical Specifications.

7. Further, the following documents shall be attached, deemed to form, and be read and construed as part of this Purchase Order, to wit:

- General and Special Conditions of Contract;
- Terms of Reference/Scope of Work/Technical Specifications; and
- Other contract documents that may be required by existing laws and/or DBP

8. 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 Work/Technical Specifications; and
- This Purchase Order

PROCESSED : SIGNED MELBA V. BERMUDEZ	We accept this 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 sufficient ground for the DBP to revoke this P.O. and cause us to be excluded from further dealings with the Bank. A.P.S. BOOKBINDING SERVICES (Printed Name of Supplier / Contractor) By: (Duly Authorized Representative) SIGNATURE : SIGNED NAME : ADY LAIDA P. SABANAL POSITION : OWNER DATE : JUNE 5, 2025
CHECKED : SIGNED VP FE B. DEL CRUZ HEAD, PMD	
APPROVED : SIGNED SVP RONALDO U. TEPORA CONCURRENT OIC, PFMG (PER OO NO. 067 DATED 11 FEBRUARY 2025)	

HEAD OFFICE: SEN. GIL I. PUYAT AVENUE CORNER MAKATI AVENUE, MAKATI CITY, PHILIPPINES
P.O. BOX 1996, MAKATI CENTRAL POST OFFICE 1200
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