

JOB ORDER

SUPPLIER INFORMATION

Name	:	APO PRODUCTION UNIT, INC.
Address	:	2nd floor, PIA Bldg., Visayas Avenue PH
TIN No.	:	000-396-233-000
Contact No.	:	8282-5309
Contact Person	:	Jaime H. Aldaba Jr.
PHILGEPS No.	:	7746
SEC No.	:	58890
DTI No	:	N/A

TRANSACTION INFORMATION

JO No.	:	1240000733
JO Date	:	31-Mar-23
Payment Terms	:	30 Calendar Days
Mode of Procurement	:	Agency-to-Agency
Delivery Period (DP)	:	30 Calendar days
Start of DP	:	Upon receipt of this Order
Place of Delivery	:	PHILGUARANTEE Main Office
Delivered To	:	Cash Management Department

ITEM No.	QTY.	UNIT	ITEMS/ DESCRIPTION	UNIT COST	TOTAL UNIT COST	VAT	CONTRACT COST
	500	PAD	Personalized PhilGuarantee Official Receipt (carbonless, triplicate copies)	175.00	87,500.00	10,500.00	98,000.00
TOTAL QUANTITY OF ORDER: 500				TOTAL:	₱87,500.00	₱10,500.00	₱98,000.00


(TOTAL AMOUNT IN WORDS) Pesos: Ninety-Eight Thousand


Funds Available:


Php 98,000.00

RECOMMENDING APPROVAL:

APPROVED:


Marites Saducos Cabias
 Officer-In-Charge
 Budget Management Department


Maria Cecilia Baltazar Del Rio
 Officer-In-Charge
 Cash Management Department


Nelia Orteza Oandasan
 Group Head (Senior Vice President)
 Business Operations Group

Please submit upon delivery four (4) copies each of Supplier's Invoice/Delivery Receipt showing our J.O. No., two (2) copies each of Certificate of Registration of Business Name, the Articles of Incorporation, in case of corporations and VAT Registration Certificate.

In case this matter is referred to an attorney-at-law for collection or legal action, you agree to pay the sum equivalent to ten percent (10%) of the amount involved but in no case less than Twenty Thousand Pesos (P 20,000.00) for and as attorney's fees and the cost of litigation.

The venue of court action, whether commenced by either of the parties, shall be laid exclusively in the proper court of Makati City.

The Supplier guarantees the quality of work stipulated in this Job Order and shall make good any defect in materials and workmanship, which may appear or may be discovered or found within thirty (30) days from the date of completion of work.

Should the Supplier fail to complete the work stipulated in this Job Order within the specified duration, or within the extension granted, if any, which extension should be granted in writing by this Office, the Supplier shall be subject to penalty of 1/10 of 1% of the total value of this Order each day of delay.

The Supplier shall pay all taxes, fees and dues that shall become due as a result of the work subject of this Job Order.

The terms under the General Conditions of the Contract (GCC) for the procurement of goods issued by the GPPB, whenever applicable and not inconsistent, shall form part of this JO.

The following documents shall be deemed to form and be read and construed as integral part of this Job Order, viz.: (1) Scope of Work/Terms of Reference/Technical Specification; (2) Winning Bidder's Proposal; and (3) Request for Quotation.

The Supplier agrees that additional contract documents or information prescribed by the GPPB that are subsequently required for submission after the contract execution, such as the Notice to Proceed, Variation Orders, and Warranty Security, shall likewise form part of the JO contract.

The Supplier shall pay taxes in full and on time before entering into, and for the duration of the JO. The supplier's failure to comply shall entitle PHILGUARANTEE to suspend payment for services rendered or goods delivered.

Please return duplicate copy hereof to this Office duly signed by the Supplier's authorized representative.

This agreement is subject to such additional terms that the parties may agree upon in writing.

Conforme:

JAIME H. ALDABA JR.
EVP and General Manager

Signature over Printed Name of Supplier

JUN 30 2023

REFERENCE OF PRICES : _____ REFERENCE REQUISITION No. : _____
RECEIVED ORIGINAL JOB ORDER : _____ DATE : _____

BIR PERMIT No.: 050-CBA-031912-000628 DATE ISSUED: 19 March 2012 SERIES No.: 40000001 to 4000999

CERTIFICATION

THIS IS TO CERTIFY that this Job Order executed pursuant to the provisions of Republic Act (RA) No. 9184 and the 2016 Revised Implementing Rules and Regulations (RIRR) and using the form prescribed by the Government Procurement Policy Board (GPPB), no longer requires referral to the Office of the Government Corporate Counsel (OGCC) for its review and clearance pursuant to **OGCC Memorandum Circular (MC) No. 2023-03-A, Series of 2023.**

Signed this _____ day of _____, 2023 in Makati City.

ISABELO G. GUMARU
Senior Vice President

Legal Services Group
Philippine Guarantee Corporation