



PURCHASE ORDER

INSURANCE COMMISSION
1071 U.N. Avenue, Manila

Supplier : CreativeMist.net Inc.
Address : 1280 Paz Street, Paco, Manila, Philippines
TIN : 008-448-545-000 (VAT)

P.O. No. 2020-05-043
Date : 5 May 2020
Mode of Procurement : Emergency Procurement under Bayanihan Act.

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

Place of Delivery : INSURANCE COMMISSION

Delivery Term : 3-5 Days upon receipt of P.O

Date of Delivery : _____

Payment Term :

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
N/A	bottle	Hand Liquid Soap · Keep hand clean and soft · Economical · Pleasant scent	25	584.00	14,600.00
Total Amount:					
		14,600/1.12	13,035.71		14,600.00
Less:					
		5% Withholding Tax From :	13,035.71x5%		651.79
		1% Expanded with Tax From :	13,035.71x1%		130.36
					<u>13,817.85</u>
BDO (Current Account) Account Name: CREATIVEMIST.NET INC Account #: 007-910-058-168					

(Total Amount in Words) **FOURTEEN THOUSAND SIX HUNDRED PESOS ONLY.**

14,600.00

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 on the undelivered item/s.

Conforme:

NINA SUAREZ

Signature over Printed Name of Supplier

MAY 8 2020

Date

Very truly yours,

REVELYN R. MOJICA

Signature over Printed Name of Authorized Official

IC Division Manager, Administrative Division

Designation

Fund Cluster : _____

Funds Available : _____

Signature over Printed Name of Chief Accountant/Head of Accounting Division/Unit

ORS/BURS No. : 2020-05-043

Date of the ORS/BURS: 5/6/20

Amount : ₱ 782.15 (TAX)