



PURCHASE ORDER

INSURANCE COMMISSION
1071 U.N. Avenue, Manila

Supplier : Pureform Cosmetics Products Incorporated
Address : 610 Blumentrit Ext., Sampaloc, Manila
TIN : 006-956-178-000

PO No. 2020-04-036

Date : 1 April 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**

Date of Delivery : _____

Delivery Term :

Payment Term : **Check**

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
N/A	bottle	Alcohol 500ml	1000	95.10	95,100.00
N/A	bottle	Alcohol - GALLON	25	634.00	15,850.00
		Total Amount:			
		110,950.00/1.12		99,062.50	110,950.00
		Less:			
		5% Withholding Tax From :		99,062.50X5%	4,953.13
		1% Expanded with Tax From :		99,062.50X1%	990.63
					<u>105,006.25</u>

(Total Amount in Words) ONE HUNDRED TEN THOUSAND NINE HUNDRED FIFTY PESOS ONLY.

110,950.00

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:

Theresa T. Aguirre
Signature over Printed Name of Supplier

Date

Very truly yours,

Revelyn R. Mojica
REVELYN R. MOJICA

Signature over Printed Name of Authorized Official

IC Division Manager, Administrative Division
Designation

Fund Cluster : _____

Funds Available : _____

Pamela F. Pitás
PAMELA F. PITAS
Signature over Printed Name of Chief Accountant/Head of Accounting Division/Unit

ORS/BURS No. : 2020-04-029

Date of the ORS/BURS: 04/02/2020

Amount : ₱ 109,950.00