




## PURCHASE ORDER

Supplier : <b>MIRCOPY ENTERPRISE OPC</b>	P.O. Number: <b>2023114886</b>
Address : <b>CABANTIAN DAVAO CITY</b>	 <b>O202311488625A679E79</b>
PhilGEPS Registration No. : <b>202208309763715187818</b>	Date : <b>Nov 30, 2023</b>
Tel./Fax No. : <b>09209458018</b>	P.R. No. : <b>2023106524</b>
Registration Certificate : <b>SEC</b>	Procurement mode: <b>Shopping B (Regular Purchase)</b>
Req. Office : <b>Provincial Planning and Development Office</b>	

Gentlemen: Please furnish this office the following articles subject to terms and conditons contained herein:

Date of Delivery : <u>12/28/23</u>	Payment Term : <b>ON ACCOUNT</b>	Delivery Term: <b>15 Calendar Days</b>
Place of Delivery : <b>PGSO Warehouse</b>		

I.N.	Quantity/Unit	Item	Unit Cost	Amount
1	4.00 roll	Master Roll For DU 14L	7,500.00	30,000.00
2	11.00 pack	Ink - Black For DU14L	2,400.00	26,400.00
3	2.00 box	PVC Cover A4 - 100 pieces per box	1,300.00	2,600.00

Remarks :  
15 CALENDAR DAYS

The award is based on Abstract No. **1120234512** created on **November 16, 2023** under  
Quotation No. **C20235769** opened on **October 26, 2023**

for PPDO office use	
Grand Total Amount in Words : <b>FIFTY-NINE THOUSAND AND XX / 100</b>	GRAND TOTAL : <b>₱ 59,000.00</b>

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.

I hereby conform that **NOTICE TO DELIVER** shall be served to the **PLACE OF DELIVERY** stated herein three (3) days before the actual delivery of the item/s covered by this Purchase Order.

Conforme : MA - PUMIKA C. TABLUE  
(Signature over printed name)

Very truly yours, 12/28/23  
(Date)

By the Authority of the Governor:  
Gale Guadalupe G. Mortillero  
GALE GUADALUPE G. MORTILLERO, MSLRG, MHRM  
Assistant Provincial Administrator (Administration)  
**EDWIN I. JUBAHIB**  
Governor

NOTE: This is an important paper and will cause great inconvenience if lost. Claim for payment from the Provincial Treasurer supported by this form to be attached to the voucher.

GLOBERT M. GREGORIO

Republic of the Philippines  
Province of Davao del Norte  
Government Center, Mankilam, Tagum City

## NOTICE OF AWARD

Date of Issuance : November 30, 2023

Control No.: **BACN2023114886**

**The Manager**  
MIRCOPY ENTERPRISE OPC  
CABANTIAN DAVAO CITY

Dear Sir/Madam :

We are happy to notify you that your Bid dated October 26, 2023, for execution of the **for PPDO office use** for the Contact Price of equivalent 59,000.00 FIFTY-NINE THOUSAND AND XX / 100 as indicated in Purchase Order is hereby accepted.

You are hereby required to deliver the items/goods within 15 Calendar Days after receipt of the Purchase Order No. 2023114886.

Please be guided accordingly.

Very truly yours,

**HON. EDWIN I. JUBAHIB**  
Governor

By the Authority of the Governor:

  
GALE GUADALUPE G. MORTILERO, MSLRG, MHRM  
Assistant Provincial Administrator (Administration)

Conforme :

  
MA. ALMIRA C. TABIJE  
(Signature over printed name)

\_\_\_\_\_  
(Date)



Republic of the Philippines  
 PROVINCIAL GOVERNMENT OF DAVAO DEL NORTE  
 Government Center, Mankilam, Tagum City

**OBLIGATION REQUEST**

No. :

Payee...: MIRCOPY ENTERPRISE *OPC*

Office...: PROVL. PLANNING AND DEVELOPMENT OFFICE

Address...: Cabantian, Davao City

**100-2-23-12-2328563**

Responsibility Center :	Particulars	F.P.P.	Account Code	Amount
104100	To payment of office supplies for PPDO office use	1999	50203010	59,000.00
PROVINCIAL ACCOUNTANT'S OFFICE <b>ACCOUNTS PAYABLE</b>  DEC 29 2023 <i>23-12-048911</i>				
Total : P				59,000.00

<b>A. Certified</b> <input type="checkbox"/> Charges to appropriation/allotment necessary, lawful and under my direct supervision. <input type="checkbox"/> Supporting documents valid, proper and legal		<b>B. Certified</b> Existence of available appropriation	
Signature	 ENGR. MARIA HAZEL C. ZAFRA, EnP.	Signature	 EMELIA C. PALERO, CPA Provincial Budget Officer
Printed Name		Printed Name	
Position	Acting Provincial Planning Dev't. Coordi	Position	Provincial Budget Officer
Date		Date	



**STATUS OF OBLIGATION**

Date	No.	Particulars	AMOUNT			Posted By:
			Obligation	Paymt	Bal	
12/09/23	100-2-23-12-2328563	MIRCOPY ENTERPRISE OPC PROVL. PLANNING AND DEVELOPMENT OFFICE PLANNING AND DEVT. PROGRAMMING PROJECT Office Supplies Expenses	59,000.00			↑
		GF [1] 1999 50203010 Total	59,000.00			

MICHAEL C. DERECHO  
 ADMIN AIDE 1 - PPDO