



**PURCHASE ORDER**

Supplier	: <b>CONCEPT AND INFORMATION GROUP, INC.</b>	P.O. No.	: 2022c-BLSS(001)-BV-NPSVP-037-P006
Address	: 3450 Florida St., Makati City	Date	: <u>March 30, 2023</u>
Email Address	: ads@tribune.net.ph	Mode of Procurement	: NP-SVP
Telephone No.	: 0939-1930691	End-User	: Bureau of Learner Support Services - School Health Division (BLSS-SHD)
TIN	: 005-339-109-000		

Gentlemen:

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

Place of Delivery	: DepEd Central Office, Meralco Avenue, Pasig City	Delivery Term	: Within three (3) calendar days upon the receipt of the NTP
Date of Delivery	: Within three (3) calendar days upon the receipt of the NTP	Payment Term	: See Terms and Conditions

Project Title: **Procurement of Publication of RA 11037 Implementing Rules and Regulations (IRR) in Newspapers**

DESCRIPTION	UNIT	QTY.	UNIT COST	TOTAL PRICE
<b>LOT NO. 2</b>				
<b>Description</b>	<b>Scope of Services</b>			
<b>Procurement of Publication of RA 11037 Implementing Rules and Regulations (IRR) in Newspapers</b>	Account Name: Department of Education			
	Description: - Publication in one (1) newspaper for one day - For national/general circulation - To be published any day from Monday to Saturday			
	Quality/Size: Full-page advertisement 1 posting consists of 19 pages. A4 layout, black and white (or 19 pages of the IRR should fit in one full page of the newspaper)			
	Copies: Provide 75 complimentary copies Provide a certificate of publication to DepEd within (5) days from the date of publication			
Drop-off Point/Contact Person: Rm 302 Mabini Bldg. DepEd Complex, Meralco Ave., Pasig City Mei-Ling V. Duhig/Tel. No. 8632-9935/09238715146				
Page		1	P30	<b>9x54 (P30) + 12% VAT (2pages) 3x54 (P30) + 12% VAT P38, 102.40</b>
<b>TOTAL</b>				<b>PHP 38, 102.40</b>

(Total Amount in Words) **Thirty-Eight Thousand One Hundred Two and 40/100**

In case of failure to make the full delivery within the delivery time specified above, a penalty of one-tenth (1/10) of one percent (1%) of the total price of the unperformed portion for every day of delay shall be imposed.

Very truly yours,

**GLORIA JUMAMIL-MERCADO**  
Undersecretary for Human Resource and Organizational Development  
Department of Education

Conforme:

Signature Over Printed Name of Supplier  
03 April 2023  
Date

Funds Available:

38,102.40

**MA. RHUNNA CATALAN**  
Chief Accountant

OR No. :  
Amount :

*30-03/28/23*

EU

TERMS AND CONDITIONS

1. Service Provider shall be responsible for the source(s) of its goods/items/materials/equipment and shall perform services in accordance with the delivery time, place of delivery, descriptions and specifications provided by the award or purchase order (PO). Failure by the Service Provider to comply with the same shall be a ground for cancellation of the award or PO issued and for issuance of a new PO in favor of the next lowest calculated responsive bid at the Procuring Entity's option.

2. Service Provider shall personally claim the issued purchase order(s) within three (3) days after receipt of notice to that effect. A fax transmission or electronic mail sent to the Service Provider shall constitute an official notice. Thereafter, if the PO remains unclaimed, the said PO shall be cancelled.

3. Subject to the provisions of the preceding paragraph, where Service Provider had claimed the PO but failed to deliver the required goods within the delivery time provided in the PO, Service Provider shall be charged of liquidated damages (LD). The amount of LD, deductible from payments due to Service Provider, shall be one tenth of one percent (0.1%) of the total price of the unperformed services in the PO for every day of delay. Once the accumulated amount of LD reached 10% of the amount of PO, the Procuring Entity shall rescind the PO without prejudice to other courses of actions available to the Procuring Entity under RA 9184 and its IRR, and other laws.

4. Service Provider shall deliver the complimentary copies of the publication to the Procuring Entity (Asset Management Division, Alonzo Bldg., DepEd Complex, Meralco Ave., Pasig City).

5. All duties, excise and other taxes and revenue charges, if any, shall be for the Service Provider's account.

6. All payments are subject to withholding of creditable Value Added Tax (VAT) per Revenue Regulation No. 10-93.

7. The PO Price shall be paid to the Service Provider upon publication of the IRR and submission of the complete billing requirements.

Service Provider may submit a request for payment based on and upon submission of the following:

- (i) value of actual services rendered based on the schedule of deliveries and other relevant terms and conditions of the PO; and
- (ii) certification by Service Provider, as duly signed by the authorized DepEd representative, that the required services have been rendered in accordance with the PO.

Conforme:

*[Handwritten Signature]*  
*[Handwritten Signature]*

Signature over printed name of Supplier

Date

03 APRIL 2023