

## WORK ORDER

## DEPARTMENT OF AGRICULTURE



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## Supplier: BOXDEL PRINTING SERVICES W.O. No.: 2024-01-0011 Date prepared: January 26, 2024 Address. #2768 Tupas St., Sta. Ana, Manila Mode of Proc: 9560223525 Small Value Procurement Email Add.: Contact No.: End-User: KMISD 413-090-398-000 PR No.: 2024-01-20 TIN No.: Gentlemen: Please furnish this Office the following articles subject to the terms and conditions contained herein: Supply and Property Office, DA-BAR, RDMIC Bldg., Delivery Term: 21days Place of Delivery: Elliptical Rd. cor. Visayas Ave., Diliman, Quezon City March 11, 24 30 Calendar Days Payment Term: Date of Delivery: Description Quantity **Unit Cost** Amount Item No. Unit PRINTING OF BAR R4D DIGEST OCTOBER - DECEMBER 52,000.00 1000 52.00 2023 copy No. of Pages: 32 pages including cover Size: 8.5 x 11inches Color: Full color(cover and inside) Materials: Cover - Foldcote #12 Inside - Bookpaper #80 Saddle Stitch Binding: Process: Offset Printing Supplied File: Adobe InDesign file(layout) (Amount in words) FIFTY TWO THOUSAND PESOS ONLY. **Grand Total** 52,000.00 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: Very truly yours, June2/ Ms. Irene Brosas UNEL SORIA PhD. Signature over Printed Name of Supplier February 19, 2024 (Monday) Director Head of the Procuring Entity (HoPE) Date ORS No.: Fund Cluster: 75,000.00 ORS Date: Funds Available: (ABC) 52,000.00 Amount: ROBERTO S. BRANG IR.

Accountant III

Received by: