



DEPARTMENT OF ENERGY

QUINTUPLICATE

Energy Center, Rizal Drive cor. 34th St.,
Bonifacio Global City, Taguig

PURCHASE ORDER

Supplier : INNOVATION PRINTSHOPPE, INC.
 Address : 1175 Cebu St., San Andres, District, Sta. Ana, Manila
 TIN : _____

P.O. No. : 2023-12428
 Date : 11-Dec-2023
 Mode of Procurement : _____

Gentlemen: MR. YVES KENNETH P. MALLARI (07) 8561 4427
 Please furnish this Office the following articles subject to the terms and conditions contained herein:

Place of Delivery : _____
 Date of Delivery : _____

Delivery Term : _____
 Payment Term : _____

Stock/Property No.	Unit	Description	Quantity	Unit Cost	Amount
		<p>PROCUREMENT OF PRINTING FOR THE EVOSS ACT WITH LGU ENERGY CODE BOOKLET</p> <p>1. Scope of Work: Concept, Design, and Layout - Layout and design for offset printing specifications - Four (4) concept and layout studies for Cover Page - Four (4) concept and layout studies for inside Pages - Design and Layout Prepared for Offset Printing - Digital print Design and layout for the approved concept and - Mock-up of the final draft and UV Spot and Matte Lamination Proofing: Progressive proofing (5-6 revisions) - Initial Submission of proofing for review and correction should be within one (1) week after the receipt and concurrence of the P.O. - Progressive proofing should be done within 30 days upon receipt of the P.O. - Supplier should provide to the end user a copy of the file in INDESIGN & PDF Formats Specifications: Quantity: 3,500 pieces - Size: Approx. 5.5" x 8.5" - Process: Offset Printing - Stock: Cover (C35 140lbs.), Inside (C32 70lbs.), Glossy-type - Color: Cover (Full Color), Inside (Full Color) - Pages: 46-50 Pages - Lamination: Matte Lamination with Spot UV Coating -</p> <p>Other Terms and General Conditions: - as stated in the Request for Quotation (RFQ-02-0101-2023-00-0423-1100-0200)</p> <p><i>Subject to deduction of allowed government taxes on</i></p>	3,500	46.06	161,325.00
			TOTAL AMOUNT		₱161,325.00

(Total Amount in Words) One Hundred Sixty-Four Thousand Three Hundred Twenty-Five Pesos only

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 underdelivered item/s.

Conforme: _____
 Signature over Printed Name of Supplier
12/29/2023
 Date

Very Truly yours: _____
 Signature over Printed Name of Authorized Official
FELIX WILLIAM P. NTERELLA
 Designation

Fund Cluster : _____
 Funds Available : _____
 Signature over Printed Name of Chief Accountant/Head of Accounting Division/Unit
HEITNE ROLDAN

ORS/BURS No. : _____
 Date of the ORS/BURS: _____
 Amount : _____