



# CONTRACT/PURCHASE ORDER

No. **PO19-00258 -CSE**

To: **LAMCO PAPER PRODUCTS CO., INC.**  
 1407 Quezon Avenue,  
  
 Quezon City  
 Metro Manila

Date April 10, 2019  
 Reference: **PUBLIC**  
**BIDDING No. PB 19-039-8**  
 Date of PB: 02/27/2019

Please deliver the article(s)/product(s)/supplies/materials listed below priced in accordance with your Quotation No. XXX dated XXX subject to the Terms and Conditions enumerated at the back hereof:

| Item No. | ITEM and DESCRIPTION/SPECIFICATIONS/STOCK No.   | QTY    | UNIT | UNIT PRICE | AMOUNT        |
|----------|---|--------|------|------------|---------------|
| 1        | <p>ENVELOPE, expanding, kraftboard, for legal size document<br/>           Brand: PHOENIX</p> <p>For complete and detailed specifications, please refer to the attached Technical Evaluation Report which form part of this Purchase Order.</p> <p>Delivery shall conform with the minimum labeling requirements under R.A. 7394</p> <p>The inspections and tests that will be conducted shall be in accordance with Section VII. Technical Specifications.</p> <p>For every batch of delivery, one (1) box shall be submitted to Inspection Division for replacement of the quantity subjected to destructive tests.</p> <p>A warranty covered by either retention money or special bank guarantee equivalent to at least 1% of the payment on the contract price shall be required for a period of three (3) months after acceptance.</p> | 50,759 | BOX  | 798.88     | 40,550,349.92 |

TOTAL AMOUNT ₱ **40,550,349.92**

PLACE OF DELIVERY:  
  
 Pls see above instructions.

DELIVERY INSTRUCTIONS:  
  
 Please see above instructions.

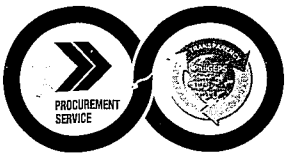
FUNDS AVAILABILITY CERTIFIED BY:  
  
 (SGD.)  
**ALLAN RAUL M. CATALAN**  
 ACCOUNTANT \_\_\_\_\_  
 DATE

AUTHORIZED BY:  
  
 (SGD.)  
**ELISA MAY ARBOLEDA - CUEVAS**  
 DIRECTOR \_\_\_\_\_  
 DATE

Purchase Order received and accepted subject to the Terms and Conditions enumerated at the back hereof:

**LAMCO PAPER PRODUCTS CO., INC.**      **Mr. Weeson Chin**  
 NAME OF SUPPLIER      AUTHORIZED REPRESENTATIVE (SIGNATURE OVER PRINTED NAME)      DATE RECEIVED      DUE DATE

COPY FOR: WAREHOUSE DIVISION



# CONTRACT/PURCHASE ORDER

No. **PO19-00258 -CSE**

To: **LAMCO PAPER PRODUCTS CO., INC.**  
 1407 Quezon Avenue,  
  
 Quezon City  
 Metro Manila

Date April 10, 2019  
 Reference: **PUBLIC**  
**BIDDING No. PB 19-039-8**  
 Date of PB: 02/27/2019

Please deliver the article(s)/product(s)/supplies/materials listed below priced in accordance with your Quotation No. -XXX- dated -XXX- subject to the Terms and Conditions enumerated at the back hereof:

| Item No.            | ITEM and DESCRIPTION/SPECIFICATIONS/STOCK No.   | QTY | UNIT | UNIT PRICE | AMOUNT                 |
|---------------------|---|-----|------|------------|------------------------|
|                     | <p>Subject to Expanded Withholding Tax, Final Withholding Tax and Other Percentage Taxes Reference: R.A. 9337, Revenue Regulation Nos. 16-05, 14-02, 12-01 &amp; 2-98.</p> <p>The following documents shall be deemed to form And be read and construed as part of this Purchase Order;</p> <p>a)The Supplier's Bid, including the Technical and Financial Proposals, and all other documents/ Statements submitted (e.g. bidder's response to clarifications on the bid), including corrections to the bid resulting from the Procuring Entity's bid evaluation;</p> <p>b)The Schedule of Requirements;</p> <p>c)The Technical Specifications;</p> <p>d)The General Conditions of Contract</p> <p>e)The Special Conditions of Contract;</p> <p>f)The Performance Security, and</p> <p>g)The Entity's Notice of Award</p> <p>PROJECT SITES:<br/>           PS Warehouse, PS Complex, RR Road Cristobal St., Paco,</p> |     |      |            |                        |
| <b>TOTAL AMOUNT</b> |   |     |      |            | ₱ <b>40,550,349.92</b> |

|   |   |
|---|---|
| PLACE OF DELIVERY:<br><br>Pls see above instructions.   | DELIVERY INSTRUCTIONS:<br><br>Please see above instructions.  |
| FUNDS AVAILABILITY CERTIFIED BY:<br><br><div style="text-align: center;"> <span style="border: 1px solid black; padding: 2px;">(SGD.)</span><br/> <b>ALLAN RAUL M. CATALAN</b><br/>           ACCOUNTANT         </div> <div style="text-align: right;">           _____<br/>           DATE         </div> | AUTHORIZED BY:<br><br><div style="text-align: center;"> <span style="border: 1px solid black; padding: 2px;">(SGD.)</span><br/> <b>ELISA MAY ARBOLEDA - CUEVAS</b><br/>           DIRECTOR         </div> <div style="text-align: right;">           _____<br/>           DATE         </div> |

Purchase Order received and accepted subject to the Terms and Conditions enumerated at the back hereof:

|                                       |  |               |          |
|---------------------------------------|--|---------------|----------|
| <b>LAMCO PAPER PRODUCTS CO., INC.</b> | <b>Mr. Weeson Chin</b>                                     |               |          |
| NAME OF SUPPLIER                      | AUTHORIZED REPRESENTATIVE<br>(SIGNATURE OVER PRINTED NAME) | DATE RECEIVED | DUE DATE |

COPY FOR: SUPPLIER



# CONTRACT/PURCHASE ORDER

No. **PO19-00258 -CSE**

To: **LAMCO PAPER PRODUCTS CO., INC.**  
 1407 Quezon Avenue,  
  
 Quezon City  
 Metro Manila

Date April 10, 2019  
 Reference: **PUBLIC**  
**BIDDING No. PB 19-039-8**  
 Date of PB: 02/27/2019

Please deliver the article(s)/product(s)/supplies/materials listed below priced in accordance with your Quotation No. -XXX- dated -XXX- subject to the Terms and Conditions enumerated at the back hereof:

| Item No.            | ITEM and DESCRIPTION/SPECIFICATIONS/STOCK No.  | QTY | UNIT | UNIT PRICE | AMOUNT                 |
|---------------------|--|-----|------|------------|------------------------|
|                     | Manila; and End-User Agencies within Metro Manila, Antipolo, Imus, Cavite and Pampanga.  |     |      |            |                        |
|                     | <b>DELIVERY INSTRUCTIONS:</b><br>1st: 4,230 boxes - within 30cd from receipt of NTP;<br>2nd: 4,230 boxes - within 30cd thereafter;<br>3rd: 4,230 boxes - within 30cd thereafter;<br>4th: 4,230 boxes - within 30cd thereafter;<br>5th: 4,230 boxes - within 30cd thereafter;<br>6th: 4,230 boxes - within 30cd thereafter;<br>7th: 4,230 boxes - within 30cd thereafter;<br>8th: 4,230 boxes - within 30cd thereafter;<br>9th: 4,230 boxes - within 30cd thereafter;<br>10th: 4,230 boxes - within 30cd thereafter;<br>11th: 4,230 boxes - within 30cd thereafter;<br>12th: 4,229 boxes - within 30cd thereafter.<br><br>For PS Stocks |     |      |            |                        |
| <b>TOTAL AMOUNT</b> |  |     |      |            | ₱ <b>40,550,349.92</b> |

PLACE OF DELIVERY:  
  
 Pls see above instructions.

DELIVERY INSTRUCTIONS:  
  
 Please see above instructions.

FUNDS AVAILABILITY CERTIFIED BY:  
  
 (SGD.)  
**ALLAN RAUL M. CATALAN**  
 ACCOUNTANT \_\_\_\_\_  
 DATE

AUTHORIZED BY:  
  
 (SGD.)  
**ELISA MAY ARBOLEDA - CUEVAS**  
 DIRECTOR \_\_\_\_\_  
 DATE

Purchase Order received and accepted subject to the Terms and Conditions enumerated at the back hereof:

**LAMCO PAPER PRODUCTS CO., INC.**  
 \_\_\_\_\_  
 NAME OF SUPPLIER

**Mr. Weeson Chin**  
 \_\_\_\_\_  
 AUTHORIZED REPRESENTATIVE  
 (SIGNATURE OVER PRINTED NAME)

\_\_\_\_\_  
 DATE RECEIVED

\_\_\_\_\_  
 DUE DATE

COPY FOR: PROCUREMENT DIVISION



## NOTICE TO PROCEED

April 12, 2019

PO No. 19-00258-CSE

NOA No. 2019-PSNOA 080-BACNOA-08-PS

**MR. WEESON CHIN**  
**LAMCO PAPER PRODUCTS CO., INC.**  
1407 Quezon Avenue,  
Quezon City

**Dear Mr. Chin:**

The attached Purchase Order having been approved, notice is hereby given to LAMCO PAPER PRODUCTS CO., INC. that performance on Supply and Delivery of Envelope, expanding, kraft for the Procurement Service for the following item/s under PB 19-039-8 shall commence effective on the date of receipt of this Notice:

| Lot No. | Item/Description  | Qty    | UOM   | Unit Price | Total Amount    |
|---------|---|--------|-------|------------|-----------------|
| 1       | ENVELOPE, expanding, kraft, 380mm x 250mm, One (1) box [100 pieces per box] | 50,759 | boxes | ₱ 798.88   | ₱ 40,550,349.92 |

Upon receipt of this notice, you are responsible for performing the services under the terms and conditions provided in the Purchase Order and in accordance with the Delivery Schedule.

Please acknowledge receipt of this notice by signing on the space provided below.

Very truly yours,

(Sgd.) **ELISA MAY ARBOLEDA-CUEVAS**  
Executive Director

Date of receipt of this Notice: **APRIL 22, 2019**

Name of Authorized Representative: **JULWEESON CHIN**

Signature of Authorized Representative: **(SGD.)**