



**COURT OF TAX APPEALS**  
Agham Rd., North Triangle, Diliman, Quezon City

**PURCHASE ORDER**

<b>Supplier :</b> LUMANDAS PRINTING SERVICES	<b>P. O. No. :</b> 2024-03-039
<b>Address :</b> 1910 C.M. Recto Avenue, Quiapo, Manila	<b>Date :</b> March 06, 2024
<b>Tel. No. :</b> 5310-3292	<b>Mode of Procurement :</b>
<b>TIN :</b> 288-273-600-000	<i>Small Value Procurement</i>
<b>PRN :</b> 2013-103478	

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

<b>Place of Delivery</b> COURT OF TAX APPEALS	<b>Payment:</b> within seven (7) days upon receipt of goods and demand for payment			
<b>Date of Delivery:</b> within fifteen (15) days upon receipt of Purchase Order				
<b>UNIT</b>	<b>DESCRIPTION</b>	<b>QTY.</b>	<b>UNIT COST</b>	<b>TOTAL AMOUNT</b>
pieces	ADVOCACY T-SHIRT (2024 Women's Month Celebration) Technical Specifications as per RFQ No. 02-2024 ***Nothing Follows***	320	₱ 336.00	₱ 107,520.00
<b>ONE HUNDRED SEVEN THOUSAND FIVE HUNDRED TWENTY PESOS ONLY</b>				<b>₱ 107,520.00</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 on the undelivered item/s.

Moreover, the obligation for the warranty shall be covered by retention money in the amount equivalent to one percent (1%) of the total contract price. The said amount shall be only released after the lapse of the warranty period. Provided, however, that the goods are free from patent and latent defects and all the conditions imposed under the contract have been fully met.

Very truly yours,

**ANNE BENITA S. AUSTIN**  
Chief Judicial Staff Officer  
Procurement & Property Management Division

To the HoPE / Duly Authorized Representative:

The undersigned members of the Bids and Awards Committee 1 respectfully recommend the approval of the subject procurement:

**ATTY. DANILO B. FERNANDO**  
Chairperson

**ELSIE R. TIAUZON-FORTEZA**  
Vice-Chairperson

**ATTY. JESUS P. INOCANDO, JR.**  
Regular Member

**ATTY. CLIFFORD P. TORRALBA**  
Provisional Member

**ATTY. MAL VICTORIA P. DURAL**  
Provisional Member

**VICENTE G. CLEMENTE**  
Provisional Member

It is understood that upon approval by the HoPE / Duly Authorized Representative of this procurement, this Purchase Order shall serve as the contract therefor, and upon conformity by the Supplier herein, the latter agrees to the terms and conditions stated in the Request for Quotation, and to the imposition of the above-stated penalty of the one-tenth (1/10) of one percent (1%) for every day of delay.



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<b>CONFORME:</b>  <b>Renato Galena</b> Signature over Printed Name of Supplier/Date <u>3-12-24</u>		<b>APPROVED:</b>  <b>ROMAN G. DEL ROSARIO</b> Presiding Justice
<b>Fund Cluster:</b> <u>011 011 01</u>		<b>ORS/BURS No.:</b> _____
<b>Funds Available:</b> <u>₱ 167,520.00</u>  <b>AMELITA M. LANDICHO</b> Chief Judicial Staff Officer, Accounting Division		<b>Date of the ORS/BURS:</b> _____
		<b>Amount :</b> <u>Php 107,520.00</u>