



LOCAL WATER UTILITIES ADMINISTRATION
 LWUA Bldg.. MWSS-LWUA Com plex
 Katipunan Avenue., Balara, Quezon City 1105
 Telefax 9205445

DATE FEB 12 2013

PURCHASE ORDER

NO. BAC-002-13

NAME, ADDRESS & TEL/FAX OF SUPPLIER
 TOPNOTCH AWARDS AND NOVELTIES
 15 R. Crame cor. East Service Road, Phase 3
 AFPOVAI Village, Western Bicutan, Taguig
 TIN N(911-798-710-000
 TEL. NO. 546-0598/97 FAX No. 814-0220

FOR THE PURCHASE OF :
 Plaque for Service Awardees
 MATERIALS/SUPPLIES/EQPT. | SERVICES
 FOR THE USE OF HRMD
 DELIVER TO : LWUA

REF P.R. NO. 369-12
 PROCUREMENT MODE: Small Value

COMMITTED DELIVERY DATE: 30 days upon receipt of PO
 TERMS OF PAYMENT: 30 calendar days

ITEM NO.	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL AMOUNT
1	10 Years Service Award – Plaque of Merit/Appreciation	3	pcs	P	
2	20 Years Service Award – Plaque of Merit/Appreciation	20	pcs		
3	25 Years Service Award – Plaque with Citation & Commemorative Pin	148	pcs		
4	30 Years Service Award – Plaque with Citation & Commemorative Pin	37	pcs		
5	35 Years Service Award – Plaque with Citation & Commemorative Pin	37	pcs		

(VAT Inclusive) TOTAL P 198,744.00

1. Certified Correct: MA. ROSARIO G. ANYOG Head, BAC Secretariat	2. Recommending Approval: MANUEL T. YOINGCO BAC, Chairperson	3. Certified Funds Available: GLORIA P. VELASQUEZ Acting Manager Treasury Department	4. Approved by: EDUARDO C. SANTOS Acting Administrator
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TERMS AND CONDITIONS:
 1.) Delay in the delivery of the above item/s is subject to penalty of 1/10 of 1% to the total value of this order for each day of delay, but not to exceed 10% of the total contract price.
 2.) Once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, the procuring entity shall rescind the contract, without prejudice to other courses of action and remedies open to it .

P O Received by:

 Vicente Soriano
 Signature Over Printed Name

 Position
 DATE: 02/13/13