



Republic of the Philippines  
**APO PRODUCTION UNIT, INC.**  
 PIA Building, Visayas Avenue, Brgy. VASRA,  
 Quezon City, Metro Manila, Philippines 1128



**PURCHASE ORDER NO.:** 004607 **Date:** August 1, 2023

Supplier: **TRIPLEX ENTERPRISES**  
 Address: **2255 Triplex Bldg., Chino Roces Avenue, Makati City**  
 TIN: **000-150-223-000**  
 Mode of Procurement: **Negotiated procurement**

PR No.: **237-000474**  
 Date: **July 13, 2023**  
 Job Order No.:

Gentlemen: **under Sec. 52.1 b**  
 Please furnish this Office the following articles, products, supplies/materials listed below, subject to the terms and conditions contained herein:

Place of Delivery: **APO QUEZON CITY** Payment Term: **30 days upon receipt of Sales Invoice**  
 Date of Delivery: **5-7 days upon receipt of P.O.** Delivery Term:

Description	Quantity	Unit	Unit Cost	Amount
<b>PROCUREMENT OF BOND PAPER</b>				
COLOR: WHITE SIZE: 8 1/2" X 11", 80 gsm 500 sheets per ream	413 reams	170	₱	₱ 70,210.00
COLOR: WHITE SIZE: 8 1/2" X 13", 80 gsm 500 sheets per ream	96 reams	200		19,200.00
COLOR: WHITE SIZE: 8 1/2" X 14", 80 gsm 500 sheets per ream	148 reams	224		33,152.00

**NOTE:**  
 This is included in the revised APP for CY 2023  
 (Total Amount in Words) ₱

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. **ONE HUNDRED TWENTY-TWO THOUSAND FIVE HUNDRED SIXTY-TWO PESOS** **122,562.00**

Conforme: *[Signature]* Very truly yours,  
 Signature over Printed Name of Supplier **FE B. LIMAYUGA** Purchasing Manager  
 Authorized Official **DAISY M. GALVADORES** Supply chain Manager  
 Date

Prepared by: **JOY M. PRINCIPE** Funds Available: **KRISTINE BALUYOT** Chief Accountant  
 Approved by: **HERMAN EMILIANO MEDINA-CUE** President General Manager