

Republic of the Philippines
DEPARTMENT OF LABOR AND EMPLOYMENT
Intramuros, Manila

BAC-BLE-2021-08-03

JOB ORDER

10 August 2021

Requesting Office: BUREAU OF WORKING CONDITIONS				
Supplier: S. D. LEAL GRAPHICS 2195 F YSL Building, Leveriza St., Pasay City			Mode of Procurement: Small Value Procurement	
Please deliver the item/s w/in 15 working days at 2nd Floor, Property Division, DOLE Main Building, Intramuros, Manila after approval of blueprint/digiprint				
QTY.	UNIT	ARTICLES/SPECIFICATIONS	UNIT PRICE	TOTAL AMOUNT
300	copies	Digital Printing of BWC 2020 Annual Report Specifications: No. of pages: 48 pages (includes front and cover) Size: A4 Color: Full color Stock: #220 Glossy Coated finish (front and cover) C2S 80 Matte (inside pages back to back) Binding: Perfect Bind Delivery: 15 working days after approval of digital blueprint Font Size and Font Style: as reflected in the report to be printed <u>Timeline of Deliverables</u> Submission of the prototype of the report to the Supplier - 5 working days after award of Job Order Supplier will submit the prototype of the report for review and for clearance of BWC Director prior to mass production - within five (5) working days for review and approval of Bureau Director Submission of the approved prototype of the report to the Supplier for mass production - Three to five (3-5) working days upon receipt of the approved prototype.	175.00	52,500.00
FIFTY TWO THOUSAND FIVE HUNDRED PESOS ONLY			TOTAL	52,500.00
<p style="text-align: center;"><i>ORS# 021011012021-08-05064 dated 8/12/21 ₱ 52,500.00</i></p> <p>C 1. Delivery/Rendering of services shall be made within the period indicated above. Otherwise, a penalty of O 1/10 of 1% of the total amount of the JO shall be imposed for each day of delay.</p> <p>G N 2. Services delivered shall be subject ction for each day of delay</p> <p>E D 3. All works not complying with the description indicated on this JO shall be returned and shall be replaced N I by the supplier</p> <p>E T 4. The supplier shall be responsible for damaged goods due to careless packing/handling</p> <p>R I 5. The supplier shall return the original copy of the JO to the Property division and submit invoices and A O Delivery Receipt (3 copies) indicated in the JO No.</p> <p>L N 6. DOLE shall not be responsible for services rendered without a duly signed and approved job order.</p> <p>S 7. In case of any violation of the above conditions, DOLE shall take the necessary legal action</p>				
ACCOUNTING: <i>0982</i> RICHELDA L. BALLAD Chief Accountant			RECEIVED BY: <i>Willie E. Dolido</i> JOHEL M. NOIERO 9-21-21	
REQUISITIONER: <i>[Signature]</i> MA. TERESITA S. CUCUECO Assistant Secretary and Concurrent Director, BWC			APPROVED BY: <i>[Signature]</i> RENATO L. EBARLE Undersecretary	