



Lot 1-A Block 15, Phase III (PEZA)
PEZA, Rosario,
Cavite Philippines
Phone: 046-437-2861
FAX: 046-437-0906

Vendor
SMART UP MARKETING
961 Soler St.
Binondo, Manila
Mr. Peter Dy

Phone : (02) 244-2935
FAX : (02) 244-2917

PURCHASE ORDER

Show this Purchase Order Number
on all correspondence invoices
shipping papers and packages

NUMBER

DPI-04879

Date 9/14/2022

REQ REF

PRS-PLN-02209-02510

AMEND
REV
PAYABLE

NO

PAGE

Requesting Department

PLANNING_A. Caballero

Cost Center

DPIO110200

Prepared by

R. De Villa

DELIVER TO:

DANAM PHILIPPINES INC.
1740
Lot 1-A Block 15 , Phase III (PEZA)

Terms

Net 30

DOCUMENTATION REQUIREMENTS

Delivery Receipt & Sales Inv.

FOR PLANNING USE

Item	Description	Qty	U/M	Rate	Amount
9310000156	POST IT 3X3 ASSORTED	15	pd	35.00	525.00
9310000074	PENCIL MONGOL #2	12	PC/S	6.00	72.00
9310000006	BINDER CLIP 1"	5	bx	18.00	90.00
9310000031	CORRECTION TAPE (JOY)	10	PC/S	16.00	160.00

PURCHASED

AMOUNT

PHP 847.00

PLEASE SIGN AND RETURN ONE COPY TO US IMMEDIATELY

CONFIRMED BY:


Mr. Jay Park
PRESIDENT

PURCHASE REQUISITION SLIP

Req. Date: **Sept. 6, 2022**

PRS No.:

☒ Local

☐ Overseas

Req. by: **Planning**
Dept

PRS- PLN- 02209- 02510

ITEM	PRTS/DESCRIPTION	QTY	UNITS	SMART UP		SM SUPERMARKET		QUICK	
				U/PRICE	AMOUNT	U/PRICE	AMOUNT	U/PRICE	AMOUNT
1	POST IT 3 X 3	15	PAD	35.00	525.00				
2	PENCIL MONGOL #2	12	PCS	6.00	72.00				
3	BINDER CLIP 1"	5	BOX	18.00	90.00				
4	CORRECTION TAPE	10	PCS	16.00	160.00				
5	PLEDGE	3	BTL						
6	ROUND RAGS	5	KILOS			295.00	885.00		
				P 847.00		P 885.00		P 160.00	
								P 160.00	

SMART UP : P 847.00
SM SUPERMARKET: P 885.00
QUICK: P 160.00
P 1,892.00

Remarks/Justification:

Office supplies

Requesting
Dept.

Planning

Purchasing
Dept.

Prepared by

A. Caballero

09/07

Checked by

for purchase

Approved by

[Signature]

FO-PUR-003 B (2016.08.16)



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961 Soler St.
Binondo, Manila
Mr. Peter Dy

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FAX : (02) 244-2917

PURCHASE ORDER

Show this Purchase Order Number
on all correspondence invoices
shipping papers and packages

NUMBER

DPI-04392

Date 6/29/2022

REQ REF

PRS-PLN-02206-02226

AMEND NO
REV
PAYABLE

PAGE

Requesting Department

PLANNING A. Caballero

Cost Center

DPIO110200

Prepared by

R. De Villa

DELIVER TO:

DANAM PHILIPPINES INC.
1740
Lot 1-A Block 15 , Phase III (PEZA)

Terms

Net 30

DOCUMENTATION REQUIREMENTS

OFFICE SUPPLIES & FOR 7'S

Delivery Receipt & Sales Inv.

Item	Description	Qty	U/M	Rate	Amount
9310000031	CORRECTION TAPE (JOY)	10	PC/S	16.00	160.00
9310000156	POST IT 3X3 ASSORTED	15	pd	35.00	525.00
9310000017	BROWN ENVELOP SHORT	20	PC/S	1.50	30.00
9310000008	BINDER CLIP 3/4"	3	bx	12.00	36.00
9310000126	NOTEBOOK (STERLING OR VECO)	10	PC/S	30.00	300.00

PURCHASED

AMOUNT

PHP 1,051.00

PLEASE SIGN AND RETURN ONE COPY TO US IMMEDIATELY

CONFIRMED BY:

OLD P.O

Mr. Jay Park
PRESIDENT



DANAM PHILIPPINES INC.

Lot 1-A Block 15, Phase III (PEZA)
PEZA, Rosario,
Cavite Philippines
Phone: 046-437-2861
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Vendor
SMART UP MARKETING /
961 Soler St.
Binondo, Manila
Mr. Peter Dy

Phone : (02) 244-2935
FAX : (02) 244-2917

PURCHASE ORDER

Show this Purchase Order Number
on all correspondence invoices
shipping papers and packages

NUMBER

DPI-04280

Date 6/15/2022

REQ REF

PRS-LOG-02206-02154

AMEND
REV
PAYABLE

NO

PAGE

Requesting Department

LOGISTICS_N. Catigan

Cost Center

DPI0010400

Prepared by

R. De Villa

DELIVER TO:

DANAM PHILIPPINES INC.
1740

Lot 1-A Block 15 , Phase III (PEZA)

Terms

Net 30

DOCUMENTATION REQUIREMENTS

Delivery Receipt & Sales Inv.

FOR DELIVERY AND OFFICE SUPPLY

Item	Description	Qty	U/M	Rate	Amount
9310000031	CORRECTION TAPE (JOY)	5	PC/S	16.00	80.00
9310000098	STAPLE WIRE REMOVER	5	PC/S	12.00	60.00
9310000074	PENCIL MONGOL #2	24	PC/S	6.00	144.00

PURCHASED

AMOUNT

PHP 284.00

PLEASE SIGN AND RETURN ONE COPY TO US IMMEDIATELY

CONFIRMED BY:

OLD P.O

Mr. Jay Park
PRESIDENT



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PEZA, Rosario,
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961 Soler St.
Binondo, Manila
Mr. Peter Dy

Phone : (02) 244-2935
FAX : (02) 244-2917

PURCHASE ORDER

Show this Purchase Order Number on all correspondence invoices shipping papers and packages		NUMBER DPI-04645
Date	8/1/2022	REQ REF PRS-ADM-02207-02370
AMEND REV PAYABLE	NO	PAGE
Requesting Department		HR_J. Del Pilar
Cost Center		DPIA110102
Prepared by		R. De Villa
DELIVER TO: DANAM PHILIPPINES INC. 1740 Lot 1-A Block 15, Phase III (PEZA)		

Terms Net 30

DOCUMENTATION REQUIREMENTS

FOR ADMIN USE

Delivery Receipt & Sales Inv.

Item	Description	Qty	U/M	Rate	Amount
9300000111	SCOTCH TAPE 1"	10	rl	9.00	90.00
9300000093	NAMEPEN MONAMI BLACK	5	PC/S	20.00	100.00
9300000210	NAMEPEN MONAMI RED	5	PC/S	22.00	110.00
9310000105	WHITE BOARD MARKER BLACK	10	PC/S	34.00	340.00
9300000011	BATTERY AA ENERGIZER	20	PC/S	29.00	580.00
9300000012	BATTERY AAA ENERGIZER	20	PC/S	29.00	580.00
9310000006	BINDER CLIP 1"	5	bx	18.00	90.00
9310000007	BINDER CLIP 2"	5	bx	55.00	275.00
9310000150	BROWN ENVELOPE - LONG	50	PC/S	2.00	100.00
9310000057	LAMINATING FILM A4 125MIC	2	bx	600.00	1,200.00
9310000031	CORRECTION TAPE (JOY)	5	PC/S	16.00	80.00
9310000097	STAPLE WIRE # 35 Brand: MAX (BIG)	3	bx	48.00	144.00
9310000136	PLASTIC ENVELOPE LONG ORDINARY	50	PC/S	10.00	500.00

PURCHASED

SI#18070 08-12-22
P.O CLOSED

AMOUNT

PHP 4,189.00

OLD P.O

PLEASE SIGN AND RETURN ONE COPY TO US IMMEDIATELY

CONFIRMED BY:

Mr. Jay Park
PRESIDENT

From: JPark <jaypark@danam.com>
Sent: Wednesday, September 14, 2022 9:53 AM
To: Ronalyn De Villa <Ronalyn.DeVilla@danam.ph>
Cc: 'analyn frani' <acfrani@danam.ph>
Subject: RE: FOR APPROVAL_PLANNING REQUEST_PRS-PLN-02209-02510

Okay approved. TY

From: Ronalyn De Villa <Ronalyn.DeVilla@danam.ph>
Sent: Thursday, September 8, 2022 3:49 PM
To: JPark <jaypark@danam.com>
Cc: 'analyn frani' <acfrani@danam.ph>
Subject: RE: FOR APPROVAL_PLANNING REQUEST_PRS-PLN-02209-02510

Dear Sir Jay,

Good Afternoon

See attached below
Re-send for Planning request for your approval

Thank you,
Rona

From: Ronalyn De Villa <Ronalyn.DeVilla@danam.ph>
Sent: Thursday, September 08, 2022 3:03 PM
To: 'jaypark@danam.com' <jaypark@danam.com>
Cc: 'analyn frani' <acfrani@danam.ph>
Subject: FOR APPROVAL_PLANNING REQUEST_PRS-PLN-02209-02510

Hi Sir Jay,

Good day

See below request for your approval.
PLANNING REQUEST

Reason(s): >

- For Planning use
- Repeat order from existing supplier with same quantity and price before

Total Amount for Approval:

SMART UP :	P	847.00
SM SUPERMARKET :	P	885.00
QUICK :	P	160.00
		P 1,892.00

See below summary :



PURCHASE REQUISITION SLIP	
Req. Date: <u>Sept. 6, 2022</u> PRS No.: _____	<input checked="" type="radio"/> Local <input type="radio"/> Overseas Req. by: <u>Planning</u> Dept: _____ PRS - PLN - 02207 - 02510

ITEM	PMTS/DESCRIPTION	QTY	UNITS	SMART UP		SM SUPERMARKET		QUICK	
				U/PRICE	AMOUNT	U/PRICE	AMOUNT	U/PRICE	AMOUNT
1	POST IT 3 X 3	15	PAD	55.00	825.00				
2	PENCIL MONGOL #2	12	PCS	6.00	72.00				
3	BINDER CLIP 1"	5	BOX	18.00	90.00				
4	CORRECTION TAPE	10	PCS	16.00	160.00				
5	PLEDGE	3	BTL			295.00	885.00		
6	ROUND RAGS	5	KILOS					32.00	160.00
				P 847.00		P 885.00		P 160.00	

SMART UP : P 847.00
 OUT OF THE PACKAGE P 885.00
 SMART UP P 160.00
P 1,892.00

Remarks/Justification: <u>Office supplies</u>	Requesting Dept. <u>Planning</u>	Prepared by: <u>A. Caballero</u>	Checked by: <u>Mr. Duran</u>	Approved by:
	Purchasing Dept.	Date: <u>09/07</u>		