



SECURITY BANK CORPORATION
6776 Ayala Avenue, Makati City
Tel. No.: (02) 867-6788
Fax No.: (02) 891-1234

Purchase Order No.: 83749

Date: April 20, 2017

Vendor ID: CAPT000163		Payment Terms: 30 days			
Name: CAPTIVE PRINTING CORP.		Delivery Address: staggered delivery			
Address: 41 STA ANA DRIVE SUNVALLEY SUBDIVISION, PARANAQUE CITY					
Telephone No.: 6325463596					
Email Address:		Attention:		Currency: PHP Incoterms:	
Item No.	Description	Quantity	Unit	Unit Price	Total Amount
1	Customized Checks Personal Check for Loans Specifications: Size : 3" x 8 1/2" x 1-ply Color: check - front - four colors, back - one color; cover - top: front - three colors; back - one color; bottom: front - one color; back - one color; re-order slip - front - one color; back - one color; ledger - front - one color; back - one color Material: CBS1 - PCHC WM (Chemically sensitized, with visible and invisible fluorescent fibers) ; cover: Vellum #100; re-order slip: Local Bookpaper #70; ledger: Local Bookpaper #50 Others: MICR encoded; Security Features: Microprint, Full UV Printing (erasable), Copy Pantograph, Black MICR; 38 pcs/booklet Delivery Date: 05/04/2017	6,000	BKLTs	30.50	183,000.00
2	Others Cost of Individual Packs Delivery Date: 05/04/2017	6,000	BKLTs	2.00	12,000.00
Total Amount in Words: ONE HUNDRED NINETY-FIVE THOUSAND AND X / 10 ONLY				TOTAL AMOUNT 12% (VAT) AMOUNT WITH VAT	174,107.14 20,892.86 195,000.00
NOTE: This PO is electronically generated and approved . No manual signature is required.					
IMPORTANT: Please immediately acknowledge this order. Acceptance and execution of this order by you implies acceptance of the conditions stated herein. A copy of the PO with conforme should be attached to the Delivery Receipt during delivery. Invoice, Delivery Receipt & PO with signed conforme should be forwarded to 6/F Fincon Disbursement Unit for payment processing.		Procurement Contact Person: JULIUS REY S. SAN JOSE Procurement Officer		Approved by: JOHN T. GARCIA GSD Head 04/24/2017	
		Supplier's Conforme: _____ Sign over Printed Name and Date			

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Item No.	Description	Quantity	Unit	Unit Price	Total Amount
	<p align="center">***NOTHING FOLLOWS***</p> <p>Instructions to Suppliers:</p> <p>1. SBC / SBS / SB Cards reserves the right to reject the delivery and or cancel the order if the delivered goods fail to meet the specification mentioned in the Purchase Order.</p> <p>2. Indicate PO reference no. in all copies of Delivery Receipt/s (DR) and Sales Invoice/s (SI). Copy of the PO with signed conforme should be attached to the DR.</p> <p>3. At least two (2) days advance notice shall be given to the authorized personnel prior to delivery. Ensure that authorized receiving personnel affix his/ her signature, printed name and date when goods are received in all copies of DR/s and/or SI/s.</p> <p>4. For deliveries made at GSD Warehouse please follow below step-by step process:</p> <ul style="list-style-type: none"> - Please proceed at 4F and look for Alpha Arroyo / Robert Saclayan (02) 888-7060 / 888-7318. - Delivery receipts should be stamped at 9/f Billings Unit c/o Juvy Domantay (867-6788 loc 5504) prior to submission of SI for payment processing. - Original copy of SI, copy of DR and PO with signed conforme shall be forwarded at 6/F Fincon c/o Renee Miranda (02) 867-6788 loc 8619 <p>5. For deliveries made at SBC Centre / SBS Building / SB Cards Building or deliveries made directly to the end-users, contact person shall be the end-user and please follow below process:</p> <ul style="list-style-type: none"> - Delivery receipts should be stamped at 9/f Billings Unit c/o Juvy Domantay (867-6788 loc 5504) prior to submission of SI for payment processing. 				

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