



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

Purchase Order No.: 83340

Date: March 23, 2017

Vendor ID: CAPT000163		Payment Terms: 30 days			
Name: CAPTIVE PRINTING CORP.		Delivery Address: staggered delivery per branch			
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 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; 50 pcs/booklet Delivery Date: 04/07/2017	60,000	BKLTs	35.70	2,142,000.00
2	Others Cost of Individual Packs Delivery Date: 04/07/2017	60,000	BKLTs	2.00	120,000.00
3	Customized Checks Specifications: Size : 3" x 8 1/2" x 1-ply Color: check - front - four colors, back - one color; cover -	36,000	BKLTs	72.50	2,610,000.00
Total Amount in Words: FOUR MILLION NINE HUNDRED FORTY-FOUR THOUSAND AND X / 10 ONLY		TOTAL AMOUNT		4,414,285.71	
		12% (VAT)		529,714.29	
		AMOUNT WITH VAT		4,944,000.00	
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: BELEN C. LIM CSG Head 03/31/2017	
		Supplier's Conforme: <div style="text-align: right;">_____ Sign over Printed Name and Date</div>			



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4	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; 100 pcs/booklet Delivery Date: 04/07/2017 Others Cost of Individual Packs Delivery Date: 04/07/2017 ***NOTHING FOLLOWS*** Instructions to Suppliers: 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. 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.	36,000	BKLTs	2.00	72,000.00
Total Amount in Words: FOUR MILLION NINE HUNDRED FORTY-FOUR THOUSAND AND X / 10 ONLY		TOTAL AMOUNT		4,414,285.71	
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Item No.	Description	Quantity	Unit	Unit Price	Total Amount
	<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. - 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>6. Any violation of the above instruction may lead to delay of payment or non - payment.</p> <p>Penalty Clause: Delay in delivery of goods / services shall be charged a penalty of 1% of the total contract price per day of delay (weekends and holidays included) or to cancel or reject the goods / services at no expense to the purchaser.</p>				

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