



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

Purchase Order No.: 82026

Date: January 03, 2017

Vendor ID: CAPT000163	Payment Terms: 30 days
Name: CAPTIVE PRINTING CORP.	Delivery Address: Unit 103 VIP Building, Roxas Blvd cor. Nuestra Señora de Guia Street, Ermita, Manila Roxas Boulevard Branch
Address: 41 STA ANA DRIVE SUNVALLEY SUBDIVISION, PARANAQUE CITY	
Telephone No.: 6325463596	
Email Address:	Attention: Maria Elisa Balatucan
	Currency: PHP Incoterms:

Item No.	Description	Quantity	Unit	Unit Price	Total Amount
1	Customized Check Specifications: Size: 8.5" x 11" x 2 ply Color: 1st ply: 4 colors front + U.V print & 1 color back; 2nd ply: 1 color Materials: 1st ply: CBS 1 Cheque paper 96gsm (PCHC Watermark); 2nd ply: SCCB Carbonless paper Security Features: MICR encoded, pre-numbered, top padded (2pcs/set 50 sets/pad) Account Name: Sagawa Express Phils, Inc. Account Number: 0109-064542-001 BRSTN: 01014-1085 Last Series: 500 Quantity: 4,000 pcs Account Name: Sagawa Global Logistics Philippines Account Number: 0109-064545-001 BRSTN: 03014-0024 Starting Series: 001 Quantity: 1,000 pcs Note: Exclusive of doc stamp cost @ P1.50/set Delivery Date: 01/13/2017	5,000	SETS	12.50	62,500.00

Total Amount in Words: SIXTY-TWO THOUSAND FIVE HUNDRED AND X / 10 ONLY	TOTAL AMOUNT	55,803.57
	12% (VAT)	6,696.43
	AMOUNT WITH VAT	62,500.00

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 01/05/2017
	Supplier's Conforme: _____ Sign over Printed Name and Date	



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Item No.	Description	Quantity	Unit	Unit Price	Total Amount
	<p>***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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