



Republic of the Philippines
 SCIENCE AND TECHNOLOGY INFORMATION INSTITUTE
 STII Building, DOST Complex, Bicutan, Taguig City
 Telephone No. 837-2191 to 95; Fax No. 837-7521

FR-FAD-PS No. 015
 (rev.00 10/7/2015)

WORK ORDER

Work Order No. 03-2016
 Date February 22, 2016
 PR No. 16-01-00

LJB PRINTING SERVICES
39-B Mapagmahal Street,
Brgy. Pinyahan, Diliman, QC
Tel. No. 426-0495 / 433-2094

Gentlemen:

In accordance with existing regulations you are hereby authorized to undertake the work indicated below

Item No.	Qty.	Unit	Description of Work	Unit Price	TOTAL
	300	pcs.	<p>Printing of 2015 STII Annual Report</p> <p><i>Specification:</i> Folio/No. of pages : 64 (+/-) (including cover) Size : 8.5 x 11 inches (letter size) Stocks : Cover : C2S 220 Matte with spot UV lamination and emboss Inside : C2S 100 Inside pages: Full Color Cover : full color Inside pages: full color Process : Offset printing Binding method : Perfect bind Others : Computer-To-Print (CTP) output with camera ready/laser print proof</p> <p>Delivery terms: work completed within 7 days upon approval of laser print proof.</p> <p>Note: Laser print proof must be submitted 2 days after pick up of CD file/material.</p>	P 240.00	<p>P 72,000.00</p> <p>vvvvvvvvvvvvvvv SEVENTY-TWO THOUSAND PESOS</p>

In case of failure to make the full delivery within the time specified above, a penalty of one tenth (1/10) of one percent for every day of delay shall be imposed.

Funds Available ₱72,000
 Fund 02-07-2016-62-013
 Function/Project A-11. a-02

Recommending Approval:

ARISTOTLE P. CARANDANG, Ph.D.
 CRPD Chief *22 Feb 2016*

MARILOU C. LEELIAN
 Accountant III

APPROVED :

RAYMUND E. LIBORO
 ASEC-DOST/OIC-STII

Work Order Received :

By: _____

Date: _____

NOTE: SEE TERMS AND CONDITIONS AT THE BACK.