



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. 07-2017 ✓
 Date : 17 February 2017 ✓
 PR No. : 16-10-0486

VJ GRAPHIC ARTS, INC.
1400 Quezon Avenue
Quezon City
Tel. No. 372-0886

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
1.	250	Pcs.	Printing of the following: Souvenir Program COVER: 8.25" x 11.75" (S) / 5.75" x 8.25" (F); 4/4; C2S 220 File Supplied, w/ Matt and Spot UV Lam. On 1 Side, Scoring, Folding and Saddle Stitch; w/ Silver Stamping. (3"x4")(2x) and 2"x4" (1x); 4 Pages; offset printing INSIDE: 8.25" x 11.75" (S) / 5.75"x8 25" (F); 4/4; Matt 180 File Supplied, w/ Spot UV Lam, on Both Sides, Scoring, folding and collating; 16 pages, offset printing ENVELOPE: 8 X 19" (8); NO PRINT; curious metallics super gold with die-cut scoring; folding, pasting and insertion	Php 223.00	Php 55,750.00
2.	250	Pcs.	INVITATION Front/Cover: Size: 4" x 7" (folded); 8" x 7" (spread); Matte lamination; With Spot UV (30 th & Anniversary); With Die-cut (upper-right of front cover); With Dry-embossing (Circle with 30) Paper Stock: Matte 220 with Scouring; Color: Full Color; Inside: Size: 4" x 7" (folded); 8" x 7" (spread); Matte lamination with spot UV on STII logo; With Envelope – size: 4.25" x 7.25"; Type: Wallet envelope Charge to Regular Fund.	110.00	27,500.00 ===== Php 83,250.00 vvvvvvvvvvvv EIGHTY-THREE THOUSAND TWO HUNDRED FIFTY PESOS ONLY.

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 ₱ 3.25
 Fund 62-101-2017-03-0205
 Function/Project _____

Recommending Approval:

[Signature]
ARISTOTLE P. CARANDANG, PhD.
 CRPD Chief

[Signature]
CECILLE ROSE B. RAMOS
 Accountant III

APPROVED:

[Signature]
RICHARD P. BURGOS
 Director

Work Order Received : _____
 By: *[Signature]*

Date: FEB - 22, 2017

NOTE: SEE TERMS AND CONDITIONS AT THE BACK.