



PURCHASE ORDER

CITY GOVERNMENT OF PASIG

Agency Name

Supplier : PHILCOPY CORPORATION	P.O. No. : 22-11-2118
Address : <u>U-2406 24/F, Medical Plaza Ortigas Bldg. San Miquel Avenue, San Antonio, Pasig City</u>	Date : 15 November 2022
	Mode of Procurement: <u>DIRECT CONTRACTING</u>

Gentlemen:
Please furnish this office the following articles subject to the terms and conditions contained herein:

Place of Delivery : <u>Central Supply Office</u>	Delivery Term : <u>7 Days</u>
Date of Delivery : _____	Payment Term : <u>within 45 days upon completion of delivery</u>

ITEM NO.	UNIT	QTY	DESCRIPTION	UNIT COST	AMOUNT
REPAIR AND MAINTENANCE					
LOT1 TASKALFA 4053CI					
1	PIECE	1	KYOCERA TONER TK-8529M FOR TASKALFA 4053CI	23,600.00	23,600.00
2	PIECE	1	KYOCERA TONER TK-8529C FOR TASKALFA 4053CI	23,600.00	23,600.00
3	PIECE	1	KYOCERA TONER TK-8529Y FOR TASKALFA 4053CI	23,600.00	23,600.00
LOT2 KYOCERA MULTI FUNCTION LASER COPIER TASKALFA 4053CI SERIAL NO. RNM9800025					
4	SET	1	KYOCERA MAINTENANCE KIT MK-8525B	73,584.00	73,584.00
5	SET	1	KYOCERA MAINTENANCE KIT MK-8525A	85,680.00	85,680.00
LOT3 KYOCERA MULTI FUNCTION LASER COPIER TASKALFA 3010I SERIAL NO. LV96800471					
6	SET	1	KYOCERA MAINTENANCE KIT MK -7109	64,785.00	64,785.00
7	PIECE	2	KYOCERA PARTS PRIMARY FEED ASSY	4,525.00	9,050.00
8	PIECE	1	KYOCERA - MITA BASE DP	5,632.00	5,632.00
9	PIECE	1	KYOCERA - MITA LEFT HINGE	4,264.00	4,264.00
LOT4 KYOCERA MULTIFUNCTION LASER COPIER TASKALFA 3212I SERIAL NO. REJ9800297					
10	SET	1	KYOCERA MAINTENANCE KIT MK -7129	64,785.00	64,785.00
11	PIECE	1	KYOCERA TONER TK -7120	10,375.00	10,375.00
12	PIECE	1	KYOCERA DR - 6115	12,810.00	12,810.00

Control No. 3991	SUBTOTAL :	Php 401,765.00
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Total Amount in Words Four Hundred One Thousand Seven Hundred Sixty-five Pesos Only.

In case of the failure to make the full delivery within the time specified above, a penalty of one tenth (1/10) of one (1) percent for every day of delay shall be imposed as provided for by the, 2016 IRR of RA 9184.

Very truly yours,

Conforme :

RUBY JEAN R. PASTOR

(Signature over printed name of Supplier)

11/23/22
Date

VICTOR MA. REGIS N. SOTTO

(Authorized Official)

City Mayor

Requisitioning Office/Dept : ATTY. PONCE MIGUEL D. LOPEZ <i>(Authorized Official)</i>	Funds Available : JUVY A. CUENCO <i>Chief Accountant</i>	Amount : _____ OBR No. : _____
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Address : U-2406 24/F, Medical Plaza Ortigas Bldg. San Mgiuel Avenue, San Antonio,
Pasig City

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ITEM NO.	UNIT	QTY	DESCRIPTION	UNIT COST	AMOUNT
13	PIECE	2	KYOCERA PARTS PRIMARY FEED ASSY SP -WARRANTY 6 MONTHS ALL PARTS- ***** Nothing Follows *****	4,525.00	9,050.00
FOR THE USE OF PROCUREMENT MANAGEMENT OFFICE for the use of Procurement Management Office					

Control No. **3991** GRAND TOTAL : **Php 410,815.00**

Total Amount in Words Four Hundred Ten Thousand Eight Hundred Fifteen Pesos Only.

In case of the failure to make the full delivery within the time specified above, a penalty of one tenth (1/10) of one (1) percent for every day of delay shall be imposed as provided for by the, 2016 IRR of RA 9184.

Very truly yours,

VICTOR MA. REGIS N. SOTTO
(Authorized Official)
City Mayor

Conforme :

RUBY JEAN R. PASTOR
(Signature over printed name of Supplier)

11/23/22
Date

Requisitioning Office/Dept :

ATTY. PONCE MIGUEL D. LOPEZ
(Authorized Official)

Funds Available :

JUVY A. CUENCO
Chief Accountant

Amount : ₱ 410,815.00
OBR No. : 106-2622-11-0602