



PURCHASE ORDER

CITY GOVERNMENT OF PASIG

Agency Name

Supplier : **E-COPY CORPORATION**
 Address : G/F 65 Sen. Gil Puyat Avenue, Palanan, Makati City

P.O. No. : 22-11-2128
 Date : November 15, 2022
 Mode of Procurement: SMALL VALUE PROCUREMENT

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

Place of Delivery : Central Supply Office Delivery Term : 15 Calendar days
 Date of Delivery : _____ Payment Term : within 45 days upon completion of delivery

ITEM NO.	UNIT	QTY	DESCRIPTION	UNIT COST	AMOUNT
1	PCS	1	Photocopier (Colored), SHARP BP- 20C25Y Minimum Specifications: *Colored *Copy, Print, Scan, Network, Duplex, ADF *Network *25 pages A4 per minute (Up to SRA3) *Enlarger/Reducer: 25% to 400% in 1% increments *I.D. Program: I.D Copy / Card Shot *Automatic Duplex / Printing two pages in one sheet *Automatic Feeding *240,000 copies drum life *Memory Capacity: 2GB *Paper Capacity: Standard 350 Sheets ***** Nothing Follows *****	153,880.00	153,880.00

For the use of the Office of the City Mayor for the use of City Mayor's Office

Control No. **4022** GRAND TOTAL : **Php 153,880.00**

Total Amount in Words One Hundred Fifty-three Thousand Eight Hundred Eighty 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 :
JOMAR C. TAGEL VICTOR MA. REGIS N. SOTTO
 (Signature over printed name of Supplier) (Authorized Official)
Nov. 24, 2022 City Mayor
 Date

Requisitioning Office/Dept. : <u>ERNE AL O. EDRALIN</u> (Authorized Official)	Funds Available : <u>JUVY A. CUENCO</u> Chief Accountant	Amount : <u>₱ 153,880.00</u> OBR No. : <u>100-0662-10-</u> <u>0429-1011</u>
---	--	---