



PURCHASE ORDER
CITY GOVERNMENT OF PASIG

Agency Name

Supplier : **PHILCOPY CORPORATION**
Address : U-2406 24/F, Medical Plaza Ortigas Bldg. San Miguel Avenue, San Antonio, Pasig
City

P.O. No. : **22-11-2143**
Date : **21 NOV 2023**
Mode of Procurement: DIRECT CONTRACTING

Gentlemen:

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

Place of Delivery : Central Supply Office
Date of Delivery : _____

Delivery Term : 30 Days but not to exceed December 31, 2023
Payment Term : within 45 days upon completion of delivery

ITEM NO.	UNIT	QTY	DESCRIPTION	UNIT COST	AMOUNT
CONSUMABLE					
1	ASSEMBLY	1	Kyocera DV-4105	9,147.00	9,147.00
2	SET	1	Kyocera Maintenance Kit MK-4105	18,480.00	18,480.00
SPARE PART					
3	ASSEMBLY	1	Kyocera-Mita FK-4105	13,689.00	13,689.00
4	PC	1	Kyocera-Mita Parts Pad Separation Assy SP	661.00	661.00
5	PC	1	Kyocera-Mita parts Roller MPF SP	495.00	495.00
6	PC	1	Kyocera Parts Primary Feed Assy SP	4,896.00	4,896.00
***** Nothing Follows *****					

.for maintenance of office copier machine of BPD for the use of Peace and Order Department

Control No. **4051**

GRAND TOTAL : Php 47,368.00

Total Amount in Words Forty-seven Thousand Three Hundred Sixty-eight 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)

Date

Requisitioning Office/Dept. :

RODRIGO M. DE DIOS
(Authorized Official)

Funds Available:

JUVY A. CUENCO
Chief Accountant

Amount : P 47,368.00
OBR No. : 100-2622-10-
0223-1013