



# PURCHASE ORDER

## CITY GOVERNMENT OF PASIG

Agency Name

Supplier : COPYLANDIA OFFICE SYSTEMS CORPORATION  
Address : 718 SGT. Bumatay Cor. Katarungan, Brgy. Plainview, Mandaluyong City

P.O. No. : 23-05-0176  
Date : 04 MAY 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 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	UNIT	1	Repair and Maintenance (KIP7170) Repair and Maintenance of the existing wide-format printer (KIP7170) - Description: Replacement of parts  Purchase Order shall cover all items found in the Request for Quotation and Terms of Reference ***** Nothing Follows *****	64,665.00	64,665.00

Repair and Maintenance of the existing wide format printer for the use of Procurement Management Office for the use of Procurement Management Office

Control No. 4394 GRAND TOTAL : **Php 64,665.00**

Total Amount in Words Sixty-four Thousand Six 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 :

ROMEO A. PECHON, JR.  
(Signature over printed name of Supplier)  
May 17, 2023  
Date

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

Requisitioning Office/Dept. :  
  
ATTY. PONCE MIGUEL D. LOPEZ  
(Authorized Official)

Funds Available :  
  
JUVY A. QUENCO  
Chief Accountant

Amount : ₱ 64,665.-  
OBR No. : 100-2023-03-  
0004-1061