



# PURCHASE ORDER

## CITY GOVERNMENT OF PASIG

Agency Name

Supplier : PHILIPPINE DUPLICATORS, INC.  
 Address : CCC Bldg., KM 14 West Service Road, Edison Avenue, Barangay Merville, Parañaque City

P.O. No. : 23-05-0236  
 Date : 29 May 2023  
 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 : Staggered  
 Date of Delivery : \_\_\_\_\_      Payment Term : within 45 days upon completion of delivery

ITEM NO.	UNIT	QTY	DESCRIPTION	UNIT COST	AMOUNT
1	PIECE/S	15	OPC DRUM FOR MP2555 GESTETNER Part Number: D1979510	14,610.00	219,150.00
2	PIECE/S	4	DEVELOPER FOR FOR MP2555 GESTETNER Part Number: D1979641	5,121.00	20,484.00
3	PIECE/S	15	CLEANING BLADE FOR MP2555 GESTETNER Part Number: AD041161	655.20	9,828.00
4	PIECE/S	1	FUSING SLEEVE FOR MP2555 GESTETNER Part Number: D8954034	26,186.72	26,186.72
5	PIECE/S	1	Pressure Roller FOR MP2555 GESTETNER Part Number: D2894313	7,677.60	7,677.60
6	PIECE/S	6	PAPER FEED BELT FOR MP2555 GESTETNER Part Number: D6842171	1,349.04	8,094.24

Control No. **4420** SUBTOTAL : **Php 291,420.56**

**Total Amount in Words** *Two Hundred Ninety-one Thousand Four Hundred Twenty Pesos And 56/100 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 :

**RICARDO A. PARAGAS**

(Signature over printed name of Supplier)

5/2/23  
 Date

**VICTOR MA REGIS N. SOTTO**  
 (Authorized Official)

City Mayor

Requisitioning Office/Dept. :

**RUTH F. ROMANO**  
 (Authorized Official)

Funds Available :

**JUVY A. CUENCO**  
 Chief Accountant

Amount : ₱ 499,100.-  
 OBR No. : 100-2023-02  
001A 1061



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ITEM NO.	UNIT	QTY	DESCRIPTION	UNIT COST	AMOUNT
7	PIECE/S	6	COLLECTION BOTTLE ASSY FOR MP2555 GESTETNER Part Number: D2896410	1,686.72	10,120.32
8	PIECE/S	6	PAPER FEED ROLLER PICK UP FOR MP2555 GESTETNER Part Number: AF030094	331.52	1,989.12
9	PIECE/S	6	PAPER FEED ROLLER FEED FOR MP2555 GESTETNER Part Number: AF031094	628.88	3,773.28
10	PIECE/S	6	PAPER FEED ROLLER SEPARATE FOR MP2555 GESTETNER Part Number: AF032094	553.66	3,321.96
11	PIECE/S	32	PAPER FEED ROLLER FOR DD3344 GESTETNER Part Number: C2672802	3,561.04	113,953.28
12	PIECE/S	16	SEPARATOR PAD FOR DD3344 GESTETNER Part Number: C2672819	2,610.72	41,771.52

Control No. **4420** SUBTOTAL : **Php 466,350.04**

**Total Amount in Words** *Four Hundred Sixty-six Thousand Three Hundred Fifty Pesos And 04/100 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 :

**JEMELON JANE NEBARGLOS**  
**RICARDO A. PARAGAS**

(Signature over printed name of Supplier)

6/2/23  
 Date

**VICTOR MA REGIS N. SOTTO**  
 (Authorized Official)

City Mayor

Requisitioning Office/Dept. :

**RUTH F. ROMANO**  
 (Authorized Official)

Funds Available :

**JUVY A. CUENCO**  
 Chief Accountant

Amount : ₱ 699,100.-  
 OBR No. : 100-2023-02  
0019-1041



# PURCHASE ORDER

## CITY GOVERNMENT OF PASIG

Agency Name

Supplier : PHILIPPINE DUPLICATORS, INC.  
 Address : CCC Bldg., KM 14 West Service Road, Edison Avenue, Barangay Merville, Parañaque City

P.O. No. : 23-05-0236  
 Date : 29 May 2023  
 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  
 Date of Delivery : \_\_\_\_\_

Delivery Term : Staggered  
 Payment Term : within 45 days upon completion of delivery

ITEM NO.	UNIT	QTY	DESCRIPTION	UNIT COST	AMOUNT
13	PIECE/S	4	PRESSURE ROLLER ASSEMBLY FOR DD3344 GESTETNER Part Number: C2823050	13,597.36	54,389.44
14	PIECE/S	1	CLOTH SCREEN FOR DD3344 GESTETNER Part Number: C2522340	9,544.08	9,544.08
15	PIECE/S	3	Drum Drive Gear FOR DD3344 GESTETNER Part Number: C2382368	1,145.00	3,435.00
16	PIECE/S	3	FLANGE DRUM FOR FOR DD3344 GESTETNER Part Number: C2672362	3,398.64	10,195.92
17	PIECE/S	3	CUTTER UNIT FOR DD3344 GESTETNER Part Number: C2612271	16,794.96	50,384.88
18	PIECE/S	4	METAL SCREEN FOR DD3344 GESTETNER Part Number: C2522590 ***** Nothing Follows *****	26,200.16	104,800.64

Procurement of Spare parts for existing GESTETNER Machine used by OGS-Central Printing Office. for the use of General Services Office

Control No. **4420**

**GRAND TOTAL :**

**Php 699,100.00**

**Total Amount in Words** *Six Hundred Ninety-nine Thousand One Hundred 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.

Conforme :

**RICARDO A. PARAGAS**  
 (Signature over printed name of Supplier)  
6/2/23  
 Date

Very truly yours,

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

Requisitioning Office/Dept. :

**RUTH F. ROMANO**  
 (Authorized Official)

Funds Available :

**JUVY A. CUENCOR**  
 Chief Accountant

Amount ₱ 699,100.-  
 OBR No. : 100-2023-02  
0019-1061