



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. : **23-08-0530**
Date : **08/15/2023**
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 : **30 Calendar Days**
Date of Delivery : _____ Payment Term : **within 45 days upon completion of delivery**

ITEM NO.	UNIT	QTY	DESCRIPTION	UNIT COST	AMOUNT
1	PCS	2	Kyocera Toner TK-5275K for ECOSYS M6630CIDN, KYOCERA *Purchase Order shall cover all the items found in the Request for Quotation, Terms of Reference/ Technical Specification and Bid Bulletin/s if any. ***** Nothing Follows *****	11,475.00	22,950.00
for the use of Pasig City Anti-Drug Abuse Office (PCADAO) for the use of Anti Drug Abuse Council of Pasig					

Control No. **4774** GRAND TOTAL : **Php 22,950.00**

Total Amount in Words **Twenty-two Thousand Nine Hundred Fifty 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 :

HAROLD VINCENT P. TULAUAN
(Signature over printed name of Supplier)
09/08/23
Date

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

Requisitioning Office /Dept. :

ZENaida O. CONCEPCION
(Authorized Official)

Funds Available :

JUVY A. CUENCO
Chief Accountant

Amount : **₱ 22,950.00**
OBR No. : **100-2023-06**
0654-7611