



# PURCHASE ORDER

## CITY GOVERNMENT OF PASIG

*Agency Name*

Supplier : RAND CHARLIE ENTERPRISES  
 Address : 2nd Floor Planbank Building Lopez Ave., Batong Malake, Los Baños, Laguna

P.O. No. : 23-10-0669  
 Date : 10/05/2023  
 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 : 30 Calendar days  
 Payment Term : within 45 days upon completion of delivery

ITEM NO.	UNIT	QTY	DESCRIPTION	UNIT COST	AMOUNT
1	BOTTLE/S	22	INK CARTRIDGE, For Epson Refill Ink 001, BLACK, EPSON 001 BLACK	350.00	7,700.00
2	BOTTLE/S	11	INK CARTRIDGE, For Epson Refill Ink 001, CYAN, EPSON 001 CYAN	275.00	3,025.00
3	BOTTLE/S	11	INK CARTRIDGE, For Epson Refill Ink 001, MAGENTA, EPSON 001 MAGENTA	275.00	3,025.00
4	BOTTLE/S	11	INK CARTRIDGE, For Epson Refill Ink 001, YELLOW, EPSON 001 YELLOW	275.00	3,025.00
5	BOTTLE/S	16	INK CARTRIDGE, For Epson Refill Ink 003, BLACK, EPSON 003 BLACK	290.00	4,640.00
6	BOTTLE/S	9	INK CARTRIDGE, For Epson Refill Ink 003, CYAN, EPSON 003 CYAN	280.00	2,520.00
7	BOTTLE/S	9	INK CARTRIDGE, For Epson Refill Ink 003, MAGENTA, EPSON 003 MAGENTA	280.00	2,520.00
8	BOTTLE/S	9	INK CARTRIDGE, For Epson Refill Ink 003, YELLOW, EPSON 003 YELLOW	280.00	2,520.00
9	BOTTLE/S	30	INK CARTRIDGE, For Epson Refill Ink 008, BLACK, EPSON 008 BLACK	750.00	22,500.00
10	BOTTLE/S	15	INK CARTRIDGE, For Epson Refill Ink 008, CYAN, EPSON 008 CYAN	720.00	10,800.00
11	BOTTLE/S	15	INK CARTRIDGE, For Epson Refill Ink 008, MAGENTA, EPSON 008 MAGENTA	720.00	10,800.00

Control No. **4875**

**SUBTOTAL : Php 73,075.00**

**Total Amount in Words** Seventy-three Thousand Seventy-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: Per Wally Mhen Barbon  
**RAND EDOUARD R. DE JESUS**  
*(Signature over printed name of Supplier)*  
10-10-23  
 Date

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

Requisitioning Office/Dept. :

JOHN CARLO F. FATALLO  
*(Authorized Official)*

Funds Available :

JUVY A. CUENCO  
*Chief Accountant*

Amount : ₱ 83,875.00  
 OBR No. : 100-2023-07  
0106-1121

#1270-PO



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

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ITEM NO.	UNIT	QTY	DESCRIPTION	UNIT COST	AMOUNT
12	BOTTLE/S	15	INK CARTRIDGE, For Epson Refill Ink 008, YELLOW, EPSON 008 YELLOW  *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 *****	720.00	10,800.00
INKS FOR THE USE OF MIS OFFICE. for the use of Management Information System Office					

Control No. **4875** GRAND TOTAL : **Php 83,875.00**

Total Amount in Words Eighty-three Thousand Eight Hundred Seventy-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: For Wally Mker Barban  
RAND EDOUARD R. DE JESUS  
(Signature over printed name of Supplier)  
10-19-23  
Date

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

Requisitioning Office/Dept :  
JOHN CARLO F. FATALLO  
(Authorized Official)

Funds Available :  
JUVY A. CUENCO  
Chief Accountant

Amount : Php 83,875.00  
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