



PURCHASE ORDER

CITY GOVERNMENT OF PASIG

Agency Name

Supplier : PHILCOPY CORPORATION
Address : 793 J.P. Rizal St., Poblacion, Makati City

P.O. No. : 23-12-0888
Date : 12/06/2023
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 : 45 CD but not to exceed 31 Dec 2023
Payment Term : within 45 days upon completion of delivery

ITEM NO.	UNIT	QTY	DESCRIPTION	UNIT COST	AMOUNT
27	pcs	12	<p>Lot 2</p> <p>Digital 3-1 Copier, KYOCERA FS-1025MFP Digital Printer / Copier (B&W) and color scanning of paper upto legal size. Copy and Print Speed : 20-25 prints per minute. Memory Capacity: Minimum 64MB Proper Capacity: 200-250 sheets of paper in casset and 1-sheet multipurpose tray. Paper Size: A6 to A4 on glass, upto legal on document processor. Toner Capacity: 2500-3000 copies. Built in Duplex Unit. Maintenance kit up to 100,000 copies. Built in Network and 2.0 USB Connection.</p> <p>*Purchase Order shall cover all items found in the Request for Quotation, Terms of Reference / Technical Specification, and Bid Bulletin/s, if any.</p>	25,075.00	300,900.00
***** Nothing Follows *****				Sub Total :	300,900.00

Control No. 5180

GRAND TOTAL : **Php 300,900.00**

Total Amount in Words *Three Hundred Thousand Nine 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.

Very truly yours,

Conforme :


ROLANDO B. CRUZ

(Signature over printed name of Supplier)

12-15-23
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 : 300,900.00
100-0023-08
OBR No. : 0418-1061