



PURCHASE ORDER

CITY GOVERNMENT OF PASIG

Agency Name

Supplier : COPYLANDIA OFFICE SYSTEMS CORPORATION

P.O. No. : 23-11-0853

Address : 718 SGT. Bumatay Street, Mandaluyong City

Date : 11/30/2023

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 Management Division Warehouse

Delivery Term : Refer to Terms of Reference.

Date of Delivery : _____

Payment Term : within 45 days upon completion of delivery

ITEM NO.	UNIT	QTY	DESCRIPTION	UNIT COST	AMOUNT
1	BOTTLE	42	Ink Fill Type Black UA Compatible for our existing RISO machine model SF5130 with Serial#44211011	1,690.00	70,980.00
2	PCS	42	Master Fill Type 710 A4/Legal Compatible for our existing RISO machine model SF5130 with Serial#44211011	2,900.00	121,800.00
<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> <p>***** <i>Nothing Follows</i> *****</p>					
<p>For the use of City Health Department- Various Office Supplies 2023 for the use of City Health Office</p>					

Control No. **5160**

GRAND TOTAL : Php 192,780.00

Total Amount in Words One Hundred Ninety-two Thousand Seven Hundred Eighty 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)

Dec 18, 2023
Date

VICTOR MA REGIS N. SOTTO

(Authorized Official)

City Mayor

Requisitioning Office/Dept. :

JOSEPH R. PANALIGAN, MD, MHA
(Authorized Official)

Funds Available:

JUVY A. CUENCO
Chief Accountant

Amount : ₱ 192,780.00

OBR No. : 100 - 2023 - 10

6385 - 4411