



PURCHASE ORDER

CITY GOVERNMENT OF PASIG

Agency Name

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

P.O. No. : 23-12-0895
 Date : 11 December 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 : 15 Calendar days but not to exceed 31 December 2023
 Payment Term : within 45 days upon completion of delivery

ITEM NO.	UNIT	QTY	DESCRIPTION	UNIT COST	AMOUNT
1	PCS	1	heavy duty printer, KYOCERA DIGITAL COPIER-ECOSYS M2540dn/ HEAVY DUTY PRINTER Technical Specifications: Copier, printer, scanning, and fax double sided printing and color scanning capacity: 250 sheets bypass document feeder: reversing single pass 100-sheets capable of using LAN Network printer / electronic sorting Memory: 1GB Quality/Resolution: 600 x 600 dpi Supported OS: windows server 2012, 2016, windows 8.1, windows10 and (MAC OS is optional) Warranty: One 1 year on parts and service installation and training to end users. *Purchase Order shall cover all items found in the Request for Quotation, Terms of Reference/Technical Specification and Bid Bulletin/s if any*	73,000.00	73,000.00
***** Nothing Follows *****					

for the use of BPLD for the use of Business Permit and License Office

Control No. **5141**

GRAND TOTAL : Php 73,000.00

Total Amount in Words Seventy-three Thousand 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 :

ROLANDO B. CRUZ
(Signature over printed name of Supplier)
12-19-23
 Date

Very truly yours,

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

Requisitioning Office/Dept. :

MELANIE B. DE MESA
(Authorized Official)

Funds Available :

JUVY A. CUENCO
 Chief Accountant

Amount : 73,000.00
100-2023-02
 OBR No. : 0010-1015