

# PURCHASE ORDER

MUNICIPALITY OF CABATUAN, ILOILO

Supplier: <u>PHILIPPINE DUPLICATORS INC</u>	P.O. No. <u>2020-07-051</u>	
Address: <u>Anacleta Bldg., Corner Magdalo-Burgos St</u>	Date: <u>July 29, 2020</u>	
<u>LaPaz, Iloilo City</u>	Mode of Procurement: <u>Public Bidding</u>	
	<u>July 21, 2020</u>	

Gentlemen:

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

Place of Delivery: Convention Center., Cabatuan, Iloilo

Date of Delivery: 10 calendar days

**PR No. 2020-06-0427 Procurement of 5 units Brand New Photocopier Machine and Consumable Supplies for official use of LGU Cabatuan, Iloilo**

Item No	Qty.	Unit	Description	Unit Cost	Total Cost
1	5	sets	Brand New Photocopier Machine	37,000.00	185,000.00
			*GESTETNER MP2014*		
			Copy/Print Speed: A4: 20ppm		
			A3: max 9ppm		
			Output Capacity: 250 sheets		
			Paper Format 297 x 432mm		
			Scan Resolution: 600 x 600 dpi		
			Zoom: 50-200%		
			Multi-Copy: 1-99 pages		
2	10	pcs.	Toner	3,700.00	37,000.00
3	10	pcs.	Drum Unit	7,253.12	72,531.20
			<b>Total</b>	<b>P</b>	<b>294,531.20</b>

[Amount in words] **Two Hundred Ninety Four Thousand Five Hundred Thirty One Pesos & 20/100**

In case of failure to make full delivery with in the time specified above a penalty of one-tenth (1/10) of one percent for every day of delay should be imposed.

Very truly yours,

**RONILO O. CASPE**  
Municipal Mayor  
Authorized Official

Conforme:

PHILIPPINE DUPLICATORS INC.  
13 Anacleta Bldg., Cor. Burgos - Magdalo St.  
LaPaz, Iloilo City 5000

**PHILIPPINE DUPLICATORS INC**

*Signature over printed name*

Date