



Standard Form Number: SF-GOOD-58  
 Revised on: May 24, 2004  
 Standard Form Title: Purchase Order

**NEGOTIATED CANVASS NO.20-0322**  
**P.R No. 2020-0438**

**PURCHASE ORDER**  
**PROVINCIAL BUDGET AND MANAGEMENT OFFICE**

Agency / Requisitioning Office

Supplier	<b>COPYLANDIA OFFICE SYSTEMS CORPORATION</b>	<b>D.O. No. P.O. NO. 2020-673</b>
Address	<b>CPG NORTH AVE. TAGBILARAN CITY</b>	<b>Date : October 21, 2020</b>
E-mail Address		<b>Mode of</b>
Telephone No.	<b>411-2396</b>	<b>Procurement : NEGOTIATED</b>
TIN	<b>002 - 332 - 000 - 000</b>	<b>SMALL VALUE PROCUREMENT</b>

Gentlemen/Mesdames:

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

Place of Delivery :	<b>PROVINCIAL BUDGET AND MANAGEMENT OFFICE</b>	Delivery Term :	<b>Please read at the</b>
Address :	<b>NEW CAPITOL SITE, TAGBILARAN CITY</b>		<b>back hereof.</b>
Date of Delivery :	<b>within 15 days upon receipt of NTP</b>	Payment Term :	<b>upon completion of delivery</b>
Warranty Period:	<b>3 months</b>		

ITEM	UNIT	DESCRIPTION	QTY.	UNIT COST	AMOUNT
1	pc	Fusing unit for Ineo 283 AIUD-R710+00	1	18,739.00	18,739.00
2	pack	Developer DV411	1	4,500.00	4,500.00
3	pc	Developing unit AIUD-R730-00	1	9,434.00	9,434.00
4	tube	Toner TN 217	4	3,900.00	15,600.00
5	pc	Drum DV411	1	7,500.00	7,500.00
6	pc	Transfer roller unit AIUD-R705+00	1	2,280.00	2,280.00
7	pcs	Roller for Ineo 283 AOOJ-5636-00	6	601.00	3,606.00
		x-x-x-x-x-x-x-x-x-x			
<b>TOTAL LOT PRICE..</b>					<b>61,659.00</b>

(Total Amount in Words) **SIXTY ONE THOUSAND SIX HUNDRED FIFTY NINE PESOS ONLY**

In case of 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.

Very truly yours,

Conforme:  
**COPYLANDIA OFFICE SYSTEMS CORPORATION**  
 Signature over printed name of Supplier

**ATTY. ARTHUR C. YAP**  
 Governor  
 Authorized Official  
 BY AUTHORITY OF THE GOVERNOR  
**ATTY. KATHYRIN DE D. PIOQUINTO**  
 Provincial Administrator

**OCT 28 2020**  
 Date

Date Approved: \_\_\_\_\_

Funds Available:	<b>EUSTAQUIO A. SOCORIN</b> Provincial Treasurer	Earmark no. <b>05-1548/05-1549</b>
		Amount <b>65,059.00</b>