

PURCHASE ORDER

BOHOL ENVIRONMENT MANAGEMENT OFFICE

Agency / Requisitioning Office

Supplier	COPIER SOURCE ENTERPRISES	D.O. No. P.O. NO. 2020-709
Address	0501 DRM BUILDING, C.P. G NORTH AVENUE COGON DISTRICT, TAGBILARAN CITY	Date : November 3, 2020
E-mail Address		Mode of
Telephone No.		Procurement : Negotiated
TIN	412-333-176-000	Small Value Procurement

Gentlemen/Mesdames:

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

Place of Delivery :	BOHOL ENVIRONMENT MANAGEMENT OFFICE NEW CAPITOL SITE, COGON DISTRICT, TAGBILARAN CITY	Delivery Term :	Please read at the back hereof.
Address :		Payment Term :	upon completion of delivery
Date of Delivery :	within 5 days upon receipt of NTP		
Warranty Period:	1 year warranty		

ITEM	UNIT	DESCRIPTION	QTY.	UNIT COST	AMOUNT
1	unit	Copier Heavy duty digital photocopier with standard ADF, Network printer & color scanner Specs: max. monthly print volume: 98,800 pages Duplex ADF: Standard (up to 110 sheets) Duplex copying & printing: standard Standard interface: USB 2.0, ethernet 100 base-TX 10 base, RAM: 512 MB (standard) Copy/Print Speed (A4): 23 ppm; Duplex: 17 ppm Copy/Print Speed (A3): 12 ppm; Duplex: 8 ppm Scanning Speed: 25 ppm (b/w & color) Standard paper input capacity: 350 sheets (250 Sheet Tray + 100 Sheet bypass Tray) Maximum paper tray capacity: 1,850 sheets Print paper weight: 60-216 gsm Other items to be delivered 3 pcs. Of extra toner cartridge 1 unit pedestal with caster wheels After sales warranty 1 year warranty Lifetime free service Regular schedule on preventive maintenance check up, local service center, no transportation charges on service calls, free delivery of machine, consumables & parts X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X	1	99,500.00	99,500.00
			Total Lot Price.....		99,500.00

(Total Amount in Words) **NINETY NINE THOUSAND FIVE HUNDRED 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.

Conforme:

Signature over printed name of Supplier

COPIER SOURCE ENTERPRISES

Signature over printed name of Supplier

NOV 13 2020

Date

Very truly yours,

ATTY. ARTHUR C. YAP
Governor

BY AUTHORITY OF THE GOVERNOR

ATTY. KATHY NIFE D. PIOQUINTO
PROVINCIAL ADMINISTRATOR

Date Approved: **NOV 09 2020**

Funds Available:	EUSTAQUIO A. SOCORIN Provincial Treasurer	Earmark Amount	2077 100
------------------	---	----------------	--------------------