



Standard Form Number: SF-GOOD-58

Revised on: May 24, 2004

Standard Form Title: Purchase Order

DIRECT CONTRACTING NO. 21-0012

P.R No. 2021-0177

**PURCHASE ORDER**  
**PROVINCIAL INFORMATION AND MEDIA RELATION**

Agency / Requisitioning Office

P0020-7

Supplier	<b>COPYLANDIA OFFICE SYSTEMS CORPORATION</b>	D.O. No. P.O. NO. 2021-240
Address	<b>CPG NORTH AVE. TAGBILARAN CITY</b>	Date : June 17, 2021
E-mail Address		Mode of
Telephone No.	<b>411-2396</b>	Procurement :
TIN	<b>002 - 332 - 000 - 000</b>	<b>DIRECT CONTRACTING</b>

Gentlemen/Mesdames:

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

Place of Delivery :	<b>PROVINCIAL INFORMATION AND MEDIA RELATION</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 10 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	tubes	Riso Ink for MF9350A F Type Black	75	1,600.00	120,000.00
2	tubes	Riso Ink for MF9350A F Type Bright Red	75	1,790.00	134,250.00
3	rolls	Master F Type 77 A3 for Riso MF9350	4	4,830.00	19,320.00
4	tubes	Riso Ink MZ ink TSL - CK	75	1,690.00	126,750.00
5	rolls	RZ A3 Master 2 Type	4	4,850.00	19,400.00
6	tubes	Toner for INEO 367 Photocopier x-x-x-x-x-x-x	1	7,500.00	7,500.00
			<b>TOTAL LOT PRICE..</b>		<b>427,220.00</b>

(Total Amount in Words) **FOUR HUNDRED TWENTY-SEVEN THOUSAND TWO HUNDRED TWENTY 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:

**COPYLANDIA OFFICE SYSTEMS CORPORATION**

Signature over printed name of Supplier

Very truly yours,

**ATTY. ARTHUR C. YAP**

Governor

Province of Bohol

BY AUTHORITY OF THE GOVERNOR

**ATTY. KATHYBIN FE D. PIOQUINTO**

Provincial Administrator

Date

JUN 25 2021

Date Approved:

JUN 25 2021

Funds Available:

**EUSTAQUIO A. SOCORIN**  
Provincial Treasurer

Earmark no.

0533

Amount

446,800.00