



PURCHASE ORDER

Tabaco City
LGU

Supplier	PHILIPPINE DUPLICATORS INC.	P.O No.:	24-07-0700
Address	CABANGAN, LEGAZPI CITY	Date:	JUL 01 2024
		Mode of Procurement:	SHOPPING B
		PR No./s	24-06-0712

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

Place of Delivery:	LGU-TABACO CITY-	CITY VICE MAYORS OFFICE (VMO)	Delivery Term: 20 c/d
Date of Delivery:			Payment Term: 3 weeks

Item No.	Qty	Unit	DESCRIPTION	Unit Cost	Amount (Php)
Supply & Delivery of Digital Copier for VM Office and SP Office					
1	1	unit	Digital Copier - To Trays with Built-In Automatic Reverse Document Feeder (ARDF) Copier, Printer and Colored Scanner with Free 1cgr. Toner and 1pc Steel Cabinet (GESTETNER M2701) Specs: Two Cassete Trays Bypass Tray 19 Seconds Warm-Up Time Functions: Printer, Scanner, Copier System Memory: 512MB Output Speed: 27 Pages per Minute (Letter) First Copy Time: 6.5 Seconds Copy Resolution: 600dpi (600 x 600) Zoom: From 25% to 400% in 1% Steps Multiple Copying Up to 999 Copies Printer Language Standard GDI Printer/Network Interface Standard: Ethernet 1000/100/10 Base; USB 2.0 Type B x 1 Supported Operating Environments: Windows/Linux (Ubuntu; RedHat) Scanner Speed: Mono 18ipm Color 6ipm Scanner Resolution: 600dpi (600 x 600), Max Original Size: A3, A4, A5, B4, B5 Paper Handling: Paper Input Capacity: 500sheets in a Tray, Paper Tray Weight: 52-216 g/m ² , Paper Bypass Weight: 52-216 g/m ² Power Consumption: Less Than 1,550 Watts, Sleep Mode: .97W, TEC 1.3kWh Power Source: 220-240V 50/60Hz Lifetime free service warranty ***nothing follows***	115,000.00	115,000.00
				TOTAL	115,000.00

One Hundred Fifteen Thousand Pesos

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

CONFORME: *[Signature]* Very Truly yours,
CRISTINA TORIA **CIELO KRISSEL LAGMAN-LUISTRO**
 (Signature over printed name) City Mayor
 (Date) **7-01-2024**

(In case of Negotiated Purchase pursuant to section 369 (a) of RA 7160, this portion must be accomplished.)

Approved per Sangguniang Resolution No.: _____ Date: _____
 Certified Correct: _____
Secretary to the Sanggunian