PURCHASE ORDER

Tabaco City
LGU

Supplier	**PHILIPPINE DUPLICATORS INC.**	P.O No.:	20-0736
Address	**LEGAZPI CITY**	Date:	10/07/2020
		Mode of Procurement:	**SHOPPING B**
		PR No./s	**20-10-1315**

Gentlemen:

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

Place of Delivery:	**LGU-TABACO CITY - GAD**	Delivery Term:	
Date of Delivery:		Payment Term:	3 weeks

Item No.	Qty	Unit	DESCRIPTION	Unit Cost	Amount (Php)
1	1	unit	Digital Copier: Auto Reverse Document Feeder Copier, Printer, Scanner (B&W and Color Scanning) with Initial Supplies and Cabinet **Gestetner Digital Copier (MP 2014AD)**	75,000.00	75,000.00
			Specs: 20 Pages per Minute Standard Printer and Scanner Standard Paper Tray and 1 Bypass tray 8.8 seconds first copy speed 31 sec. Warm-up time With enlarger and reducer Up to 99 sets of Multiple copying Handle Paper Sizes A6 to A3 50% to 200% zoom range in 1% step 256MB Copier Memory with electronic sorting Standard Duplex (back to back print) 600dpi copier resolution with digital enhance feature Color Scanning: A4, 6 imgages/minute Stadard USB Interface Scanning: B&W 15 images per minute, Color: 6 images per minute		-
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				TOTAL	**75,000.00**

Seventy-Five 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:	Very Truly yours,
Gabriel Buendia	**CIELO KRISEL LAGMAN-LUISTRO**
(Signature over printed name)	*City Mayor*
(Date)	

(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

REPUBLIC OF THE PHILIPPINES
OFFICE OF THE CITY AUDITOR
CITY OF TABACO
DATE RECEIVED: 10/7/20
RECEIVED BY:
TIME RECEIVED: 11:08