



PURCHASE ORDER

Tabaco City
LGU

Supplier	COPYLANDIA OFFICE SYSTEMS CORPORATION		P.O No.:	21-05-0760
Address	LEGAZPI CITY		Date:	MAY 10 2021
			Mode of Procurement:	SHOPPING B
			PR No./s	21-04-0573

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

Place of Delivery:	LGU-TABACO CITY - BPLU				Delivery Term:	
Date of Delivery:					Payment Term:	3 weeks
Item No.	Qty	Unit	DESCRIPTION	Unit Cost	Amount (Php)	
			Power Consumption: Max 160W, Ready: 15W or Lower, Sleep: 10W or Lower, Power-Off: 0.5W or Lower			-
			Functions: Original Scanning Mode, Scanning Level, Enlargement/Reduction, 2-Up, Speed, Print Position, Program Idling, Confidential, Meter Display, Proof, Direct Printing, Auto Sleep Setting, Auto Power-Off Setting. RISO iQuality System			-
			Dimensions (WxdxH): In Use: 1280mm x 655mm x 515mm (50 13/32inches x 25 25/32inches x 20 9/32inches)			-
			In Storage: 665mm x 655mm x 505mm (26 3/16inches x 25 25/32inches x 19 7/8inches)			-
			Required Space (WxDxH): 1280mm x 1255mm x 845mm (50 13/32inches x 49 13/32inches x 33 9/32inches)			-
			Weight: Approx. 64kg (141lb)*2 ***nothing follows***			-
TOTAL						78,000.00

Seventy-Eight 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,

[Signature]
(Signature over printed name) **CIELO KRISIEL LAGMAN-LUISTRO**
(Date) 7/9/21 City Mayor

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

Approved per Sangguniang Resolution No.: _____

Certified Correct: _____ Date: _____
Secretary to the Sanggunian

