



# PURCHASE ORDER

Tabaco City  
LGU

Supplier Address	COPYLANDIA OFFICE SYSTEMS CORP. LGC BLDG., (AIR 2Q), LAKANDULA DRIVE, CRUZADA LEGAZPI CITY	P.O No.:	23-12-1659
		Date:	DEC 06 2023
		Mode of Procurement:	SHOPPING B
		PR No./s	23-11-1698

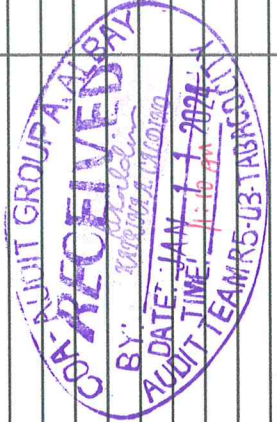
Gentlemen:

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

Place of Delivery:	LGU-TABACO CITY	CITY HEALTH UNIT (CHU)	Delivery Term:	15cd
Date of Delivery:			Payment Term:	3 weeks
Item No.	Qty	DESCRIPTION	Unit Cost	Amount (Php)

### Supply & Delivery of Paper Shredder

1	2	unit	Paper Shredders (HSM SECURIO AF 300)	47,500.00	95,000.00
			<b>Description:</b>		
			Cutting Type: Particle Cut		
			Cutting Width: 4.5mm		
			Particle Length: 30mm		
			Security Level (DIN66399): E-3/F-1/O-3/P-4/T-4		
			Cutting Capacity In Sheets 80g/m: 12-14		
			Power Consumption: 500w		
			Voltage/Frequency: 230V/50Hz		
			Intake Width: 240mm		
			Container Volume/Collecting: 35l		
			Noise Level (Idle Operation): ca.56 dB(A)		
			Width x Depth x Height: 395 x 435 x 837mm		
			Weight: 16.6kg		
			Shredder Materials: Paper, Stapler and Paper Clips, Credit Card, CD/DVD		
			Parts warranty: The machine is guaranteed against manufacturing defects for a period of 6 months from date of installation		
			Service Warranty: One year (1) from date of delivery renewable annually as long as there is no violation of the warranty conditions.		
			Lifetime free service		
			***nothing follows***		



<b>TOTAL</b>	<b>95,000.00</b>
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Ninety 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:   
 (Signature over printed name)  
 NESTOR T. SAN PABLO  
 Acting City Mayor

(Date) 12-11-23  
 (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