



## PURCHASE ORDER

CIAP-F-PRO-002 || Rev. 1 || 07/03/2022

<b>1</b> Supplier/Provider : <b>PHILIPPINE DUPLICATORS INC</b> Address: Km14 West Service Road Edison Ave Parañaque City  Tel. / Fax No.: 8822-2601 TIN: 000-412-893-0000	<b>2</b> P.O. No. : <b>2022-00-004</b> Date : 15 March 2022 P.R. No. 22-02011 Date : 22 February 2022 Mode of Procurement: Shopping B (Sec. 52.1.b)
--	--

**3** Sir / Ma'am:  
Please furnish this Office the following articles subject to the terms and conditions contained herein:

Item No.	Stock No.	Qty.	Unit	Description	Cost	
					Unit	Total
1		1	Unit	<b>GESTETNER Digital Colored Copier IMC2000 with Automatic Reverse Document Feeder COPIER,PRINTER,and SCANNER GENERAL</b> Warm-up time: 21seconds First output time: Full Color: 7.4 seconds /Black and White: 5.1seconds Continous output speed: 20pages per minute Memory: Standard:2GB; Maximum: 4gb HDD: 320gb Dimension: with ARDF 587 x 685 x 913mm with SPDF 587x685 963mm Weight: 91kgs Power source: 220-240V,50/60Hz Warranty: 1 Year With Price: 1 UNIT STEEL CABINET / 1 SET TONER xxxxxx NOTHING FOLLOWS xxxxxx	₱ 210,334.77	₱ 210,334.77

Amount in Words: <b>TWO HUNDRED TEN THOUSAND THREE HUNDRED THIRTY FOUR PESOS &amp; 77/100 ONLY</b>	Total <span style="float: right;">₱ 210,334.77</span> *Subject to applicable taxes Total <span style="float: right;">₱ 210,334.77</span>
---	--

**4**

Place of Delivery: <u>CIAP Makati Office</u>	Payment Term: <input checked="" type="checkbox"/> Check Payment (Landbank); 30 calendar days after complete delivery
Date of Delivery: _____	Delivery Term: <input type="checkbox"/> Pick-Up <input checked="" type="checkbox"/> Deliver within 30 calendar days from receipt of PO by supplier

**5** Penalty Provision:  
In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent (1%) for every day of delay shall be imposed on the undelivered item/s.

Conforme:

 Authorized Supplier Signature over Printed Name Date: <u>3-30-22</u>	Very truly yours,  KATHRYN JOSEPHINE T. DELA CRUZ Executive Director, CIAC Date: _____
---	--

<b>6</b> Fund Cluster: <u>07 CIAC-TR-AOF</u> Funds Available: _____ Chief Accountant/Head of Accounting Division/Unit: <u>PERLITA M. RASING</u> <u>3/29/22</u>	ORS/BURS No. : <u>2022-02-004</u> Date of the ORS/BURS: <u>2/22/22</u> Amount: <u>₱ 210,334.77</u>
---	--

*NOTE: SEE THE ATTACHMENT TO QUOTATION FOR THE REST OF SPECIFICATIONS.*