



PURCHASE ORDER

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

<p>1</p> <p>Supplier/Provider : <u>PHILIPPINE DUPLICATORS INC.</u></p> <p>Address: <u>CCC Bldg. Km 14 West Service Road, Edison Ave. Merville, Parañaque City</u></p> <p>Tel. / Fax No.: <u>822-2601</u></p> <p>TIN: <u>000-412-893-00000</u></p>	<p>2</p> <p>P.O. No. : <u>2024-03-015</u></p> <p>Date : <u>27 March 2024</u></p> <p>P.R. No. : <u>24-02011</u></p> <p>Date : <u>5 February 2024</u></p> <p>Mode of Procurement: <u>Direct Contracting (Sec. 50)</u></p>
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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		2	Cartridge	Ricoh Gestetner Print Cartridge Cyan MP2503S	₱ 10,675.00	₱ 21,350.00
2		3	Cartridge	Ricoh Gestetner Print Cartridge Yellow MP2503S	₱ 10,675.00	₱ 32,025.00
3		4	Cartridge	Ricoh Gestetner Print Cartridge Magenta MP2503S	₱ 10,675.00	₱ 42,700.00
4		5	Cartridge	Ricoh Gestetner Print Cartridge Black IMC2500	₱ 5,425.00	₱ 27,125.00
Nothing Follows						

<p>Amount in Words: ONE HUNDRED TWENTY THREE THOUSAND TWO HUNDRED PESOS ONLY</p>	<p>Total ₱ 123,200.00</p> <p>*Subject to applicable taxes</p> <p>Total ₱ 123,200.00</p>
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Place of Delivery: CIAP Makati Office Payment Term: Check Payment (Landbank); 30 calendar days after complete delivery

Date of Delivery: _____ Delivery Term: Pick-Up Deliver within (blank) 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:

<p><u>Jayson Guanio</u> Authorized Supplier Signature over Printed Name <u>4-2-24</u> Date</p>	<p>Very truly yours, <u>Debra B. Perlada</u> Officer-in-Charge, CIAC Date</p>
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<p>6 Fund Cluster: <u>CIAC Trust Fund</u></p> <p>Funds Available: _____</p> <p style="text-align: center;"><u>PERLITA M. RASING</u> Chief Accountant/Head of Accounting</p>	<p>ORS/BURS No. : <u>CAF # 2024-04-009</u></p> <p>Date of the ORS/BURS: <u>4/2/24</u></p> <p>Amount : <u>₱ 123,200.00</u></p>
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