

City Government of Baguio

POSTING

Purchase Order

Supplier: COPYLANDIA OFFICE SYSTEMS CORPORATION Address: Ground Floor, Paladin Hotel, Abanao Extension, Baguio City E-mail Address: n/a Telephone No.: 446-5356; 446-5357 TIN: VAT 002-332-000-012	P.O No.:1964 Date: 9/8/2020 Mode of Procurement: Direct Contract 0
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Gentlemen: **Please furnish this office the following articles subject to the terms and conditions contained herein.**
 Place of Delivery: **City General Services Office: Baguio City**
 Delivery Term: 7 Calendar Days
 Date of Delivery: Please input delivery date
 Payment Term: Please input payment term
Receipt of Purchase Order

Item	QTY	Unit	Description	Unit Cost	Amount
1	1	Lot	PC(Copylandia) c/o VARIOUS	321,105.00	321,105.00
	10	bottle	Ink - CZ 180, Black, For Riso Digital duplicator - 10 c/o GSO	1,335.00	13,350.00
	100	box	Ink - S-4254, RZ Black, Compatible for Riso EZ 331A - 100 c/o DEP-ED	1,690.00	169,000.00
	2	tube	Ink FII Type Black - Risograph Ink FII Type Black Model : Riso SF5230 - 2 c/o RTC	1,690.00	3,380.00
	5	box	Master Roll - RZ B4 73, compatible with Riso EZ 331A, for Risograph - 5 c/o DEP-ED	3,915.00	19,575.00
	15	piece	Risograph Master Roll - for Risograph Duplicator CV1201 - 200 cuts - 15 c/o DEP-ED	2,780.00	41,700.00
	3	unit	Toner - Develop TN311B (8938-406), black, 17500 pages, Compatible for Develop iNeo 362 / 350 - 3 c/o CBAO	3,900.00	11,700.00
	3	unit	Toner - Develop TNP40, A6WN11H, black - 3 c/o CBAO	11,800.00	35,400.00
	3	set	Toner Kit - (200g x 2) at 1130m for KIP770 - 3 c/o CBAO	9,000.00	27,000.00
GRAND TOTAL					321,105.00

(Total Amount In Words) **Three hundred Twenty One Thousand One hundred Five Pesos and 00/100**

In case of Failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one (1) percent for every day of delay shall be imposed

This is to certify that I have
TERMS and CONDITIONS as contained at the
back of this Purchase Order and I concur with all
 Conforme:

Very Truly yours

BENJAMIN B. MAGALONG
 CITY MAYOR

Signature over printed name of Supplier

COPYLANDIA

OFFICE SYSTEMS CORPORATION
 Paladin Hotel No. 136 Abanao Extension,
 Azotea - Ozam Monument, Baguio City 2600
 Tel. No. (075) 446-5356 / 446-5357 / 446-5358
 VAT REG. TIN 002-332-000-012

Date *9/11/2020*