

City Government of Baguio

Purchase Order

POSTING

Supplier: COPYLANDIA OFFICE SYSTEMS CORPORATION Address: Ground Floor, Megatower Residences, Sandico St., Salud Mitra, Baguio City E-mail Address: copylandia_sales@copylandia.com Telephone No.: (074)446-5356; 446-5357 TIN: VAT 002-332-000-012	P.O No.:5404 Date: 2/2/2022 Mode of Procurement: Small Value Procurement 1658
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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	Duplicating Machine c/o DEPED	273,000.00	273,000.00

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 Confirmed:  Signature over printed name of Supplier Tel. No. (074) 446-5356 / 446-5357 / 446-5358 VAT REG. TIN: 002-332-000-012	Very Truly yours  BENJAMIN B. MAGALONG CITY MAYOR
Date	

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 E-mail Address: **copylandia_sales@copylandia.com**
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Form No.: 5404
 Date: 2/2/2022
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Item	QTY	Unit	Description	Unit Cost	Amount
	1	unit	Duplicating Machine - :High-speed digital Fully automatic printing. Original Type:Book or sheet. Approx. 18 seconds (A4, short-edge feed); Approx. 20 seconds (A4, short-edge feed) Resolution: Scanning:600 dpi × 600 dpi; Printing: 300 dpi × 600 dpi, Maximum Scanning Area:297 mm × 432 mm Print Paper Weight: 46 gsm to 157 gsm Print Paper Size:100 mm × 148 mm to 310 mm × 432 mm Maximum Printing Area: 251 mm × 357 mm Paper Feed Tray Stacking Capacity:1000 sheets*2, stacking height of 110 mm or lower Paper Receiving Tray Stacking Capacity:1000 sheets*2, stacking height of 110 mm or lower Print Speed:5 levels: 60, 80, 100, 120 and 130 ppm Print Position Adjustment:Horizontal: ±15 mm, Vertical: ±10mm Image Processing Mode:Line, Photo, Duo, Pencil Print Reproduction Ratio:Zoom: (50% to 200%), Free, 100% reduction ratio, 3 levels of enlargement (141%, 122%, 116%), 4 levels of reduction (94%, 87%, 82%, 71%) User Interface:LCD panel Functions:Original Scanning mode, Scanning Level, Enlargement/Reproduction, Dot Process, 2-Up, Book, Ink Saving, ADF-Semi-Auto*3, Speed, Density, Print Position, Program A/B, Job Separation*3, Idling, Confidential, Meter Display, Count Report Output, Proof, Direct Printing, USB Flash-via-Printing, Auto Sleep Setting, Auto Power-OFF Setting, ECO mode, Ink Supply: Full automatic (1000 ml/cartridge) Master Supply/Disposal: Full automatic (B4: approx. 250 sheets per roll)/Disposal capacity: approx. 100 sheets Power Source AC 100-120 V 3.4 A, AC 220-240 V 1.6 A, 50-60Hz Power Consumption: Standard Max.: 300 W, Ready: 20 W or lower, Sleep: 5 W or lower, Power-OFF: 0.5 W or lower; Optional Accessories: Connected*4 Max.: 315 W, Ready: 30 W or lower, Sleep: 10 W or lower, Power-OFF: 0.5 W or lower Dimensions (W×D×H): In use: 1415 mm × 670 mm*5 × 1065 mm*6; In storage: 780 mm × 670 mm*5 × 1065 mm*6 Required Space (W×D×H): 1415 mm × 1240 mm × 1515 mm*6 Weight: 100 kg*7 Safety Information: IEC-60950-1 compliant, indoor, pollution degree 2*8, at altitudes of 2000 m or lower. With Free Stapler Specification for Electronic Stapler: Staples 2 to 70 sheets without changing staple. Patented side-by-side Flat clinch mechanism. Stapling speed: 2 staples per second. Throat Depth: Auto Stapling Adjustable approx. 6 x 18 mm (1/4 inch to 3/4 inch). Throat Depth: Manual Stapling:Adjustable approx 3 to 18 mm (1/8 inch to 3/4 inch). Dimension: 100 mm x 112 mm x 210 mm. Power Consumption: approx. 13 W - SFS 230 with Max Stapler w/ one initial Ink Master 1 c/o DEP-ED	273,000.00	273,000.00
			Note:	GRAND TOTAL	273,000.00

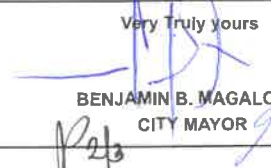
(Total Amount In Words) **Two hundred Seventy Three Thousand Pesos and 00/100**

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BENJAMIN B. MAGALONG
 CITY MAYOR

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