

City Government of Baguio

Purchase Order

Supplier: <b>COPYLANDIA OFFICE SYSTEMS CORPORATION</b> Address: <b>Ground Floor, Paladin Hotel, Abanao Extension, Baguio City</b> E-mail Address: Telephone No.: <b>446-5356; 446-5357</b> TIN:	P.O No.: 1319 Date: Aug. 15, 2018 Mode of Procurement: Direct Contract 0
---	--

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	Printing Consumable (Copylandia) c/o CTO	81,178.00	81,178.00
	5	box	Master Roll - S4876, CZ type13 for CZ180, for Risograph 5 c/o CTO	2,780.00	13,900.00
	3	unit	Toner - Develop iNeo 283, TN217, Black 3 c/o CTO	3,900.00	11,700.00
	5	piece	Ink - CZ180, S-4877, Black, 800mL, for Risograph 5 c/o CTO	1,335.00	6,675.00
	1	unit	Transfer Roller - Develop iNeo 283/*363, (A1UDR70500) 1 c/o CTO	2,503.00	2,503.00
	1	unit	Drum - Develop iNeo 283, DR 411, (A2A1W3H) (A2A113H), no color 1 c/o CTO	7,500.00	7,500.00
	1	pack	Developer - Develop iNeo 423/363/283, DR 411, (A202561) (A2025D0), black 1 c/o CTO	4,500.00	4,500.00
	4	cartridge	Toner - Tn321, Black, for lneo 224 4 c/o CTO	8,600.00	34,400.00
				<b>GRAND TOTAL</b>	<b>81,178.00</b>

(Total Amount In Words) **Eighty One Thousand One hundred Seventy Eight 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

HON. **MARICELIS DOMOGAN**  
 CITY MAYOR

Signature over printed name of Supplier  
**COPYLANDIA**  
**OFFICE SYSTEMS CORPORATION**  
 Paladin Hotel, No. 136 Abanao Extension,  
 Ancestral Monument, Baguio City 3600  
 Tel No. (074) 446-5356 / 446-5357 / 446-5358  
 VAT REG. TIN 002-332-000-017

**CITY GENERAL SERVICES OFFICE**

**RELEASED**

Date 8-22-18  
 By: [Signature]