

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.:27 Date: 2/14/2022 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	Consumables for Developer c/o CMO	57,875.00	57,875.00
	1	unit	Toner: TN114 - For Develop Ineo 161/163/210/213 photocopiers - BLACK. - 1 c/o CMO	3,125.00	3,125.00
	6	cartridge	Toner: TN118 - For Develop iNeo 215/206/226, Black - 6 c/o CMO	3,125.00	18,750.00
	2	bottle	Toner: TN221 - M - For photocopier/printer Ineo +227 and +230 - Magenta - 2 c/o CMO	18,000.00	36,000.00
			Note:	GRAND TOTAL	57,875.00

(Total Amount In Words) **Fifty Seven Thousand Eight hundred Seventy 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 E. MAGALONG
 CITY MAYOR

Signature over printed name of Supplier

Date

COPYLANDIA
 OFFICE SYSTEMS CORPORATION

Tel.No.(074)446-5356 / 446-5357 / 446-5358
 VAT REG TIN 002-332-000-012

2/15/22