

City Government of Baguio

Purchase Order

POSTING

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.: 3158 Date: 12/16/2020 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-Ineo c/o GSO	72,000.00	72,000.00
	1	piece	- TN221 Ineo+227 Cyan - 5 c/o GSO	18,000.00	18,000.00
	1	piece	- TN221 Ineo+227 Magenta - 5 c/o GSO	18,000.00	18,000.00
	1	piece	- TN221 Ineo+227 Yellow - 5 c/o GSO	18,000.00	18,000.00
	2	piece	Lump / Lot - TN221 Ineo+227 black - 5 c/o GSO	9,000.00	18,000.00
			Note:	GRAND TOTAL	72,000.00

(Total Amount In Words) **Seventy Two Thousand 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
 Conforms

COPYLANDIA
 OFFICE SYSTEMS CORPORATION
 Paladin Hotel, No. 136 Abanao Extension,
 Azcara Rizal Monument, Baguio City 2600
 Tel. No. (044) 446-5356 / 446-5357 / 446-5358

back of this
 Conforms

Very Truly yours

Benjamin B. Magalong
BENJAMIN B. MAGALONG
 CITY MAYOR

Signature over printed name of Supplier

Date **VAT REG TIN 002-332-000-012**