

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.:3220 Date: 12/23/2020 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

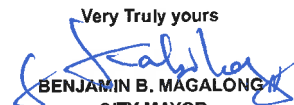
Receipt of Purchase Order

Item	QTY	Unit	Description	Unit Cost	Amount
1	1	Lot	Toner c/o CMO	54,000.00	54,000.00
	2	bottle	Toner: TN221 C (Cyan) - for photocopier/printer Ineo +227 and +231 - 2 c/o CMO	18,000.00	36,000.00
	1	bottle	Toner: TN221 Y (Yellow) - for photocopier/printer Ineo +227 and +229 - 1 c/o CMO	18,000.00	18,000.00
			Note:	GRAND TOTAL	54,000.00


(Total Amount In Words) **Fifty Four 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
 Conforme:

Very Truly yours

BENJAMIN B. MAGALONG
 CITY MAYOR

Signature over printed name of Supplier


 Date: *01/10/21*