

City Government of Baguio

POSTING

**Purchase Order**

Supplier: <b>COPYLANDIA OFFICE SYSTEMS CORPORATION</b> Address: <b>Ground Floor, Paladin Hotel, Abanao Extension, Baguio City</b> E-mail Address: n/a Telephone No.: <b>446-5356; 446-5357</b> TIN: <b>VAT 002-332-000-012</b>	P.O No.:350 Date: 2/6/2020  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**

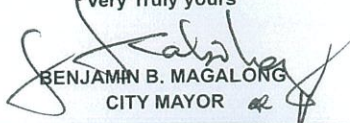
Item	QTY	Unit	Description	Unit Cost	Amount
1	1	Lot	Risograph-Copylandia c/o VARIOUS	69,340.00	69,340.00
	4	piece	Ink - CV 800ml Black, for Riso Digital Duplicater - 4 c/o CBAO	1,335.00	5,340.00
	21	bottle	Ink - CZ 180, <del>7A</del> K, For Riso Digital duplicator - 17 c/o GSO 4 c/o CRO	1,335.00	28,035.00
	3	tube	Ink - Risograph Ink, Type F UA Black - 3 c/o CEPMO	1,690.00	5,070.00
	2	box	Ink - S-4254, RZ Black, Compatible for Riso EZ 331A - 2 c/o BUDGET	1,690.00	3,380.00
	4	roll	Master Roll - Risograph Master F Type A4 70 - 4 c/o CEPMO	2,900.00	11,600.00
	1	box	Master Roll - RZ B4 73, compatible with Riso EZ 331A, for Risograph - 1 c/o BUDGET	3,915.00	3,915.00
	4	piece	Risograph Master Roll - for Risograph Duplicator CV1201 - 200 cuts - 4 c/o CBAO	3,000.00	12,000.00
				<b>GRAND TOTAL</b>	<b>69,340.00</b>

(Total Amount In Words)

**Sixty Nine Thousand Three hundred Forty 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

**COPYLANDIA**  
**OFFICE SYSTEMS CORPORATION**

Date \_\_\_\_\_  
 Paladin Hotel No. 136 Abanao Extension,  
 Azoko Hill Monument, Baguio City 2600  
 Tel.No. (09) 446-5356 / 446-5357 / 446-5358  
 VAT REG TIN 002-332-000-012

5/10/2020