

City Government of Baguio

Purchase Order

PASTING

Supplier: <b>COPYLANDIA OFFICE SYSTEMS CORPORATION</b> Address: <b>Ground Floor, Megatower Residences, Sandico St., Salud Mitra, Baguio City</b> E-mail Address: <b>copylandia_sales@copylandia.com</b> Telephone No.: <b>(074)446-5356; 446-5357</b> TIN: <b>VAT 002-332-000-012</b>	P.O No.: 3954 Date: 3/30/2021  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	Ink c/o DRRM	75,640.00	75,640.00
	40	tube	Duplicator Ink - Risograph Ink CV Black - Risograph model CV3230 - 48 c/o DRRM	1,335.00	53,400.00
	8	roll	Duplicator Master Roll - Risograph Master CV B4 - 48 c/o DRRM	2,780.00	22,240.00
			Note:	<b>GRAND TOTAL</b>	<b>75,640.00</b>

(Total Amount In Words) **Seventy Five Thousand Six 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 Very Truly yours,  
 Conformed to:   
BENJAMIN B. MAGALONG  
CITY MAYOR  


Signature: Azcko Riza Date: 4-5-21  
 Overprinted name of Supplier: Baguio Extension,  
Azcko Riza Monument, Baguio City 2600  
Tel.No.(074)446-5356 / 446-5357 / 446-5358  
 Date: VAT REG TIN 002-332-000-012