

PASTING

City Government of Baguio

PURCHASE ORDER

Supplier :	XWORKS SALES AND SERVICES	P. O. No. :	2080
Address :	G/F Paladin Hotel/ 136 Abanao Extn., Baguio City	Date :	9/8/2020
E-Mail Address :		Mode of Procurement :	SVP 1293
Telephone No. :	446-5357	P.R No./s:	2020-8-17
TIN :	VAT 002-332-000-012		

Gentlemen: OBR # Trust Fund

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 Terr **7 Calendar Days**
 Date of Delivery : Payment Ter

receipt of Purchase Order

ITEM	QUANTITY	UNIT	DESCRIPTION	UNIT COST	AMOUNT
1	1 3	Lot units	COPIER FUJI XEROX S2110 Fully Automated Digital Monochrome Copier/ Network Printer/Network color scanner Copy/Print Speed A4:21 pages per minute Maximum paper size:A3 size Interface:USB 2.0 and Ethernet (100 Base-TX/10Base-T) Network Tray Capacity: Tray 1=250 sheets and bypass tray=100 sheets Automatic Duplex Document Feeder:110 sheets capacity Automatic 2-sided (back to back) Automatic sorter/eelctronic collation Continuous copy:up to 999 sheets Standard memory:256MB Output paper weight from 60 to 216 gsm, Other features:R/E from 25%-400% (preset &1% increment),ID copy & multiple-up,One (1) year warranty and lifetime free service, with service center office in Baguio City	40,750.00	122,250.00


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(Total Amount in Words)

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 read the TERMS and CONDITIONS as contained at the back of this Purchase Order and I concur with all.

Conforme:


 Signature over printed name of Supplier
 9/23/20

Very truly yours,


 HON. BENJAMIN B. MAGALONG
 City Mayor

Date

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ITEM	QUANTITY	UNIT	DESCRIPTION	UNIT COST	AMOUNT
			with service center office in Baguio City for quick service support Weight: 11 kg		
			Purpose: To be used for the Community Enterprise Development (CED) on Computer Services with Printer and Binding Services WDO under the Bottoms-Up-Budgeting (BUB) c/o CS		
TOTAL					Php 122,250.00

(Total Amount in Words) **One Hundred Twenty Two Thousand Two Hundred Fifty Pesos**

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 HON. BENJAMIN B. MAGALONG
 City Mayor

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 Signature over printed name of Supplier
 Date 9/23/20